

**NATIONAL BUILDING REGULATIONS AND  
BUILDING STANDARDS ACT, 1977  
(Act 103 of 1977)**

<b>FORM 2</b>	<b>APPLICATION FOR ACCEPTANCE AS AN APPROVED COMPETENT PERSON IN TERMS OF REGULATION A19</b>
<i>(To be completed and submitted for all appointments in terms of Regulation A19)</i>	
To: <span style="float: right;"><i>(Name of Local Authority)</i></span>	
*Erf/Holding/Portion No.:	
*Township/Agricultural holding/Farm name.:	
Street address:	
Nature of project: <i>(Insert proposed new building(s), or building alteration, building addition, re-erection of building, refurbishment of building or structural repair to existing building, as relevant.)</i>	
<b>SECTION 1: DECLARATION BY OWNER</b>	
*I <input type="checkbox"/> / We <input type="checkbox"/>	<i>(Name of owner)</i>
Of	<i>(Address)</i>
Tel. No.:	
hereby confirm that *I <input type="checkbox"/> / We <input type="checkbox"/> have appointed	
<i>(Name of Competent Person)</i>	
Professional registration number:	
Registration council: <i>(Insert number and Engineering Council of South Africa (ECSA)/ South African Council for Natural Scientific Professions (SACNSP) / South African Council for the Architectural Professions (SACAP))</i>	
in terms of Regulation <b>A19(1)</b> as the Competent Person for the work, duties and responsibilities set out herein, and *I <input type="checkbox"/> / we <input type="checkbox"/> understand and accept that the onus is on *me <input type="checkbox"/> / us <input type="checkbox"/> to –	
i) inform the Competent Person when the work is due to start on site; and	
ii) notify the local authority in writing should the appointment be terminated before the work for which this person was appointed is completed, and to make another appointment in terms of Regulation <b>A19(2)</b> ;	
iii) extend the above appointment to meet the requirements of Regulations <b>A19(7)</b> and <b>A19(8)</b> where applicable	
Signature of owner:	Date
<i>(* Tick the appropriate box.)</i>	

**SECTION 2: DECLARATION BY APPOINTED COMPETENT PERSON**

I, \_\_\_\_\_ (Name)  
Address: \_\_\_\_\_

Tel. No.: \_\_\_\_\_ Fax. No.: \_\_\_\_\_

Email: \_\_\_\_\_  
of \_\_\_\_\_

*(If representing a partnership, association, company or incorporated body, the name thereof)*  
accept the appointment made in section 1 and undertake and accept full responsibility for

- i) \*The rational design  /rational assessment  /geotechnical investigation  in respect of the above project and in accordance with the \*rational design/rational assessment/geotechnical investigation requirements of the National Building Regulations for the applicable work described herein, and, where relevant, for the inspection, in respect of work contemplated in section 3 of this Form, and accept that the provisions of Regulations **A19(6), (7) and (8)**, and, where applicable, Regulation **A14** shall apply to the duties and responsibilities of any appointment;
- ii) providing the local authority with such drawings, details and particulars as are and may be required by the National Building Regulations;
- iii) notifying the local authority in writing should
  - a) it appear that any work is being carried out in a manner which might endanger the strength, stability or serviceability of the building or any adjoining building, structure or property; and
  - b) my appointment be terminated before the work for which I was appointed is complete;
- iv) submitting to the local authority in terms of section 14(2A) of the National Building Regulations and Building Standards Act, Form 4 on completion of the relevant work, where required, and
- v) maintaining contact with the owner of the project as to when my services may be required,

and declare that –

- i) I am competent to undertake the \*rational design  /rational assessment  /geotechnical investigation  and any associated inspection work in relation to the applicable work(s) contemplated in section 3 of this Form and in support of my declaration of competence submit that (tick appropriate option)
  - I satisfy the relevant definition for competent person contained SANS 10400 in all respects in relation to the works contemplated; or
  - I have the necessary qualifications, experience and contextual knowledge to undertake such work as set out in the attached declaration\*\*;
- ii) I shall satisfy Regulation **AZ4** by (tick appropriate option)
  - complying with all the relevant requirements of SANS 10400; or
  - reliably demonstrating, or predicting with certainty, to the satisfaction of the appropriate local authority, that an adopted building solution has an equivalent or superior performance to a solution that complies with the relevant requirements of SANS 10400;
- iii) I am  /am not \* an employee of the owner and have /do not have \* professional indemnity cover;
- iv) my professional registration is current and is not suspended or terminated and is appropriate in relation to the services required; and
- v) all the information given is, to the best of my knowledge and belief, true and correct.

Signature of Competent Person: \_\_\_\_\_

Date \_\_\_\_\_

Professional registration number: \_\_\_\_\_  
*(Insert number)*

Registration council: \_\_\_\_\_  
*(Insert ECSA, SACAP or SACNSP)*

(\* Tick the appropriate box.)

(\*\* Attach declaration setting out qualifications, experience and contextual knowledge relating to the work contemplated.)

**SANS 10400-A:2010**

Edition 3

<b>SECTION 3: DESCRIPTION OF APPLICABLE WORK</b>			
<b>Tick if applicable</b>	<b>Nature of duties</b>	<b>Initials of:</b>	
		<b>Owner</b>	<b>Competent person</b>
<input type="checkbox"/>	<b>Duty 1:</b> Demonstrating compliance with the requirements of the National Building Regulations in terms of Regulation <b>AZ4(1)(b)(ii)</b>		
<input type="checkbox"/>	<b>Duty 2:</b> Rational design and rational assessment of flat roofs and related gutters		
<input type="checkbox"/>	<b>Duty 3:</b> Design and inspection of services in dolomite land in terms of SANS 10400-B		
<input type="checkbox"/>	<b>Duty 4:</b> Specify and inspect, as relevant, deep footings, soil rafts, compaction of in-situ soil or sub-surface drains in terms of SANS 10400-H		
<input type="checkbox"/>	<b>Duty 5:</b> Design and inspect slabs and fills in terms of SANS 10400-J		
<input type="checkbox"/>	<b>Duty 6:</b> Rational design of control and disposal of stormwater in terms of SANS 10400-R or Regulation <b>R1(3)</b>		
<input type="checkbox"/>	<b>Duty 7:</b> Rational design of control and disposal of stormwater in interconnected complexes in terms of SANS 10400-R		
<input type="checkbox"/>	<b>Duty 8:</b> Categorization of dolomite land in terms of SANS 10400-B		
<input type="checkbox"/>	<b>Duty 9:</b> Rational design or assessment of excavations in terms of SANS 10400-G or Regulation <b>G1(3)</b>		
<input type="checkbox"/>	<b>Duty 10:</b> Rational design or rational assessment of fire protection system in terms of SANS 10400-P or Regulation <b>T1(2)</b>		
<input type="checkbox"/>	<b>Duty 11:</b> Undertake geotechnical investigation in accordance with requirements of SANS 10400-H or Regulation <b>F3</b>		
<input type="checkbox"/>	<b>Duty 12:</b> Design and inspect geotechnical solutions or soil improvements in terms of SANS 10400-H		
<input type="checkbox"/>	<b>Duty 13:</b> Rational design of ventilation system in terms of SANS 10400-O and Regulation <b>O4</b>		
<input type="checkbox"/>	<b>Duty 14:</b> Rational design or rational assessment of drainage system in terms of SANS 10400-P or Regulation <b>P2(2)</b>		
<input type="checkbox"/>	<b>Duty 15:</b> Rational design or rational assessment of sewage disposal in terms of SANS 10400-Q or Regulation <b>Q3</b>		
<input type="checkbox"/>	<b>Duty 16:</b> Rational design or rational assessment of the structural system in terms of SANS 10400-B taking account of parts H, J, K, L, M, N of SANS 10400 or Regulations <b>A1(3)(e)</b> and <b>A23(4)</b>		
<input type="checkbox"/>	<b>Duty 17:</b> Rational design of roof in terms of parts B and L of SANS 10400 where the foundations, floors and walls are in accordance with the rules provided in parts H, J and K of SANS 10400		
<input type="checkbox"/>	<b>Duty 18:</b> Rational design of supply of water to fire installations in terms of SANS 10400-W or Regulation <b>W4</b>		
<input type="checkbox"/>	<b>Duty 19:</b> Rational design which demonstrates energy usage is equivalent to or better than that which would have been achieved by compliance with the requirements of SANS 10400.		

**SECTION 4: ACCEPTANCE OF APPOINTED COMPETENT PERSON BY LOCAL AUTHORITY**

Based on the information and undertakings provided, the competent person is (tick relevant box(es))

- accepted as an approved competent person
- not accepted as an approved competent person for the following reasons:
  - incorrect or incomplete information has been provided (Regulation **A19(9)(c)(i)**);
  - is not in possession of the required professional indemnity insurance cover (Regulation **A19(9)(c)(ii)**);
  - is not professionally registered with a relevant statutory council (Regulation **A19(9)(c)(iii)**);
  - is inadequately qualified or has insufficient experience or contextual knowledge to make the required determinations (Regulation **A19(9)(c)(iv)**);
  - is under investigation by a relevant disciplinary tribunal (Regulation **A19(9)(c)(v)**).

For and on behalf of the Local Authority: \_\_\_\_\_ (*Name of official* )

Signature: \_\_\_\_\_ Date \_\_\_\_\_