



**PROCSA**  
Professional Consultants Services Agreement Committee



(Professional Consultants Services Agreement Committee)

CORPORATE TRAINING FOCUSED ON RESULTS  
[www.contractsondemand.co.za](http://www.contractsondemand.co.za)

# PROCSA WORKSHOPS ON THE NEW PROFESSIONAL AGREEMENTS 2011

This Workshop has been organised to provide Professionals in the Building & Construction Industry with a detailed understanding of the application of the new Professional Agreements.

It will also provide invaluable knowledge about the Stages of Work and the Roles and Responsibilities of the members of the Professional Team.

The Speakers are all well known and respected Professionals in the industry, who have a wealth of experience in applying their knowledge to maximise profitability.

## PROCSA WORKSHOPS Johannesburg - Cape Town - Durban

### Venues & Dates:

#### Johannesburg – 2<sup>nd</sup> June 2011

Edward Nathan Sonnenbergs – Attorneys  
150 West Street, Sandown  
Sandton, Johannesburg

#### Cape Town – 9<sup>th</sup> June 2011

Edward Nathan Sonnenbergs - Attorneys  
1 North Wharf Square  
Lower Loop Street  
Foreshore  
Cape Town 8001

#### Durban - 23<sup>rd</sup> June 2011

Edward Nathan Sonnenbergs – Attorneys  
1 Richefond Circle  
Ridgeside Office Park  
Umhlanga

**Time:** 10h00 to 17h00

**Networking**

**Buffet Lunch:** 13h00 to 14h00

**Provided:** Workbook per Delegate  
Attendance Certificate per Delegate for CPD Points where applicable.

**Registration of Delegates:** On a first-come-first-serve basis

**Discounts for early confirmation – See below**

**Delegates will:**

- Understand more about the application of the PROCSA Terms & Conditions & Addenda Documents
- Become more knowledgeable regarding the PROCSA "Scope of Services" Documents
- Receive invaluable advice relative to 'Stages of Work' as detailed in the PROCSA Matrix Document
- Learn how to define the Roles and Responsibilities on particular Projects
- Learn how to use the PROCSA Electronic Service
- Learn how to maximize your fees
- Have the opportunity to ask the experts pertinent questions
- Network with potential Clients and future colleagues

## Who Should Attend:

- *Clients / Employers*
- *Principal Agents*
- *Principal Consultants*
- *Architects*
- *Consulting Engineers*
- *Project Managers*
- *Quantity Surveyors*
- *Government Departments*
- *Building Contractors,*
- *Building Sub-contractors.*

## Workshop Programme

<b>Start 10h00</b>	<b>Introduction</b>	<b>Adrian Michie &amp; (Contracts On-Demand) Rob Scott (ENS)</b>	<b>10min</b>
<b>10h10-10h45</b>	<b>PROCSA Organisation &amp; History</b>	<b>Speaker: Charles Israelite (PROCSA)</b>	<b>35min</b>
	Executive make-up Development of Documents Document Editions Future Plans The PROCSA Website		
<b>10h45 -11h30</b>	<b>PROCSA Documents and their use</b>	<b>Speaker: Charles Israelite (PROCSA)</b>	<b>45min</b>
	Terms & Conditions Annexure "A" - Schedule		
<b>Tea 11h30-11h45</b>			
<b>11h45 -12h30</b>	<b>The Matrix Document &amp; Scope of Services</b>	<b>Speaker: Ian Alexander (Architects Network)</b>	<b>45min</b>
	Use of the Matrix Document Annexure "B" - Scope of Services		
<b>12h30 -13h00</b>	<b>The PROCSA Electronic Service (PES)</b>	<b>Speaker: Cliff Hayim (Contracts On-Demand)</b>	<b>30min</b>
	Contracts On-Demand Electronic Service (CODES) PES Use		
<b>Networking Buffet Lunch 13h00-14h00</b>			

## AFTERNOON – THE PROFESSIONAL ROLES

14h00 -15h00

## Roles of the Project Manager, Principal Agent and Principal Consultant

Speakers: Charles Israelite 60min  
(SIP Project Managers)

Relationships  
Responsibilities  
Some recommended procedures

Tea 15h00 -15h15

15h15 -16h15

## Role of the Employer / Development Manager

Speaker: Ian Alexander 60min  
(Architects Network)

Relationships  
Responsibilities  
Some recommended procedures  
State (CIDB) vs Private Sector Approach

16h15 -16h45

## Panel Questions & Answers

30min

Note: 5 to 10 minutes in each section will also be devoted to Questions & Answers.

16h45 -17h00

## Closing

Adrian Michie 15min

### Speakers:

The Workshop Speakers were selected for their extensive knowledge and experience in the application of Professional Agreements and in particular, the new PROCSA Documents. Most of the Speakers are Members of the PROCSA Executive.

### Investment:

**Single Workshop** – R2995  
**2 Workshop Package** – R5000 (When taken with other Workshops)  
**3 Workshop Package** – R7500 (When taken with other Workshops)

(Prices exclude VAT)

**Workshop Duration:** Full Day

**Course Fee Includes:** Workbook providing comprehensive course documentation, and a Certificate of Attendance for claiming CPD Points. Networking Buffet lunch.

**CPD Points:** The Workshops qualify for CPD points at Category 1 from the following:  
ASAQS, SAIA, CESA, ACPM. Etc.

**Substitution of Delegates:** It is possible to assign different people to attend different workshops, providing the Package delegate allocation is not exceeded.

## Order Confirmation

Companies that confirm Orders upon enquiry will  
Qualify for a 20% discount.

For registration, please  
e-mail us on: [sales@contractsondemand.co.za](mailto:sales@contractsondemand.co.za)  
or call us on: 087 940 9655 or 087 940 9654

### The Organisations offering this Workshop

#### PROCSA:

Professional Consultants Services Agreement Committee publishes the Client/Consultant Professional Services Agreement comprising of a suite of documents prepared to regulate the terms of engagement between the client and the consultants. It was compiled in the interests of standardisation and good practice in the construction industry on a mandate from its following constituent bodies: AAQS, ACPM, ASAQS, CESA, SABBACO, SAIA, SAPOA.

#### Edward Nathan Sonnenbergs:

Edward Nathan Sonnenbergs is one of the leading law firms in South Africa. The company has an extensive blue-chip client base of major domestic and international clients, banks, financial institutions, state authorities and Building and Construction organisations. Its wealth of experience in Building and Construction enables it to assist with your own unique business challenges and other issues that require legal insight and advice.

#### Contracts On-Demand:

Contracts On-Demand is a leading company in the organization, management, marketing and selling of Contractual Training Workshops for the Building and Construction Industry. The company also develops and runs Contractual Electronic Services, including the JBCC and PROCSA Electronic Services.