

## APPENDIX B - ASSESSMENT PROCEDURE

This appendix defines the process to be followed in auditing any company or system on any stage.



Stage	Items accredited	Considerations	Assessment process	Info to be submitted
1 System	Concept and design of the steel frame, or of structural elements such as roof trusses	Whether the concept and design of the steel structure meets the requirements of all the relevant South African codes of practice, and whether the design of the system allows adequately for the following trades. Also, whether the Person who is the holder of the rights to the system is equipped to give guidance, training and assistance to those inside or outside the company who will manufacture and erect the steel frame, or attach elements to it - directly or indirectly - to complete the building.	Study submitted documentation as well as additional material requested to assess whether all requirements are met. Request further material and interviews if required.	See Application Form 1
2 Manu- facturer	Production and assembly of steel frame or structural elements	Whether the Person has adequate competent personnel, equipment and systems to produce elements (wall frames, trusses, or whatever elements it may be manufacturing) to an acceptable standard, meeting the specifications of the system, the relevant codes of practice, and the specifications of	Study submitted documentation and any additional material that may be requested. Visit the Person: a) Confirm that the information supplied accords with reality b) Interview selected personnel to assess whether they have an adequate understanding of the system and of their own tasks c) Inspect tools and	See Application Form 2

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		<p>the designer of the building. Also, whether the Person engages the services of an engineer and (at least) a lead draughtsperson with adequate insight and knowledge of structural engineering principles and the system.</p>	<p>equipment to assess whether their condition and maintenance programmes are adequate</p> <p>d) Check whether the systems and procedures mentioned in the submitted documentation have been implemented</p> <p>e) Check whether the steel elements produced actually meet the standards, without special effort in the presence of the Assessor(s)</p> <p>f) Assess general housekeeping and safety</p>	

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3 Erector	Erection of steel frames and trusses on prepared foundations or supports	Whether the company can and does erect steel frames that meet the specifications of the system, the relevant codes of practice, and the specifications of the designer of the building.	<p>Study submitted documentation.</p> <p>Visit one or more construction sites:</p> <ul style="list-style-type: none"> <li>a) Confirm that the information supplied accords with reality</li> <li>b) Inspect the works to assess whether the final product meets the specifications of the system, the relevant standards, and the specifications of the designer of the building.</li> <li>c) Check that the necessary documentation is on site, including: <ul style="list-style-type: none"> <li>i. Drawings and specifications</li> <li>ii. Safety plan</li> </ul> </li> <li>d) Interview selected personnel to assess whether they have an adequate understanding of the system and of their own tasks</li> <li>e) Inspect tools and equipment to assess whether their condition and maintenance are adequate</li> <li>f) Check whether the systems mentioned in the submitted documentation have been implemented</li> <li>g) Check whether the completed steel frame and trusses actually meet all the relevant standards</li> <li>h) Assess general housekeeping and safety</li> <li>i) Do unannounced inspections on random basis of construction sites.</li> </ul>	See Application Form 3
4 Builder	Completion of the shell (roof, walls, ceilings, floors, plumbing, electric wiring, attachment	Whether the outer shell of the building and the internal walls and the foundation, excluding the doors	<p>Study submitted documentation. Visit one or more construction sites:</p> <ul style="list-style-type: none"> <li>a) Confirm that the information supplied</li> </ul>	See Application Form 4

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	<p>of fixtures) of the building, to the extent that the element is peculiar to steel (or timber) framed building, or has a direct or indirect interface with the steel frame.</p> <p>Specific items to be considered:</p> <ul style="list-style-type: none"> <li>a) Roof cladding</li> <li>b) Ceilings, with insulation</li> <li>c) Construction of external walls, with thermal insulation and weatherproof properties</li> <li>d) Construction of internal walls with sound insulation</li> <li>e) How windows and doors are built into walls</li> <li>f) Interface between electric conduits or water pipes and steel structure</li> <li>g) Foundations</li> <li>h) Suspended floors with thermal insulation (if above non-interior space) or sound insulation (if above inhabited space)</li> <li>i) Attachment of</li> </ul>	<p>and windows as such, meet the specifications of the system, the relevant codes of practice, and the specifications of the designer of the building. Particular concerns are:</p> <ul style="list-style-type: none"> <li>a) Whether all the correct materials are used</li> <li>b) Whether the materials were properly installed according to the manufacturer's prescriptions, and connected to the steel structure</li> <li>c) Whether the outer shell was built in such a way as to provide adequate resistance to the ingress of air or water from any feasible source.</li> <li>d) Whether there will be sufficient strength to carry heavy elements attached to the walls.</li> <li>e) Whether, on the basis of the available information, the foundations were properly designed and built accordingly</li> <li>f) Whether the general appearance is neat and acceptable</li> </ul>	<p>accords with reality</p> <ul style="list-style-type: none"> <li>b) Inspect the works to assess whether the final product meets the specifications of the system, the relevant codes of practice, and the specifications of the designer of the building.</li> <li>c) Check that the necessary documentation is on site, including: <ul style="list-style-type: none"> <li>i. Drawings and specifications</li> <li>ii. Safety plan</li> </ul> </li> <li>d) Interview selected personnel to assess whether they have an adequate understanding of the system and of their own tasks</li> <li>e) Inspect tools and equipment to assess whether their condition and maintenance are adequate</li> <li>f) Check whether the systems mentioned in the submitted documentation have been implemented</li> <li>g) Check whether the completed building actually meets all the relevant standards</li> <li>h) Assess general housekeeping and safety</li> </ul>	

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	sanitary fittings, kitchen cupboards, etc to walls			