




# ENSURING THE EXPERTISE TO GROW SOUTH AFRICA

## ECSA ROAD MAP FOR DRAFTING THE CODE OF PRACTICE

**REVISION 1: 29 January 2019**


<b>Document No.:</b> N/A	<b>Revision No:</b> 1	<b>Effective Date:</b> 29/01/2019	
<b>Subject: ECSA Road Map for Drafting the Code of Practice</b>			
<b>Compiler:</b> MB Mtshali	<b>Approving Officer:</b> EL Nxumalo	<b>Next Review Date:</b> N/A	Page 2 of 7

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## 1. BACKGROUND

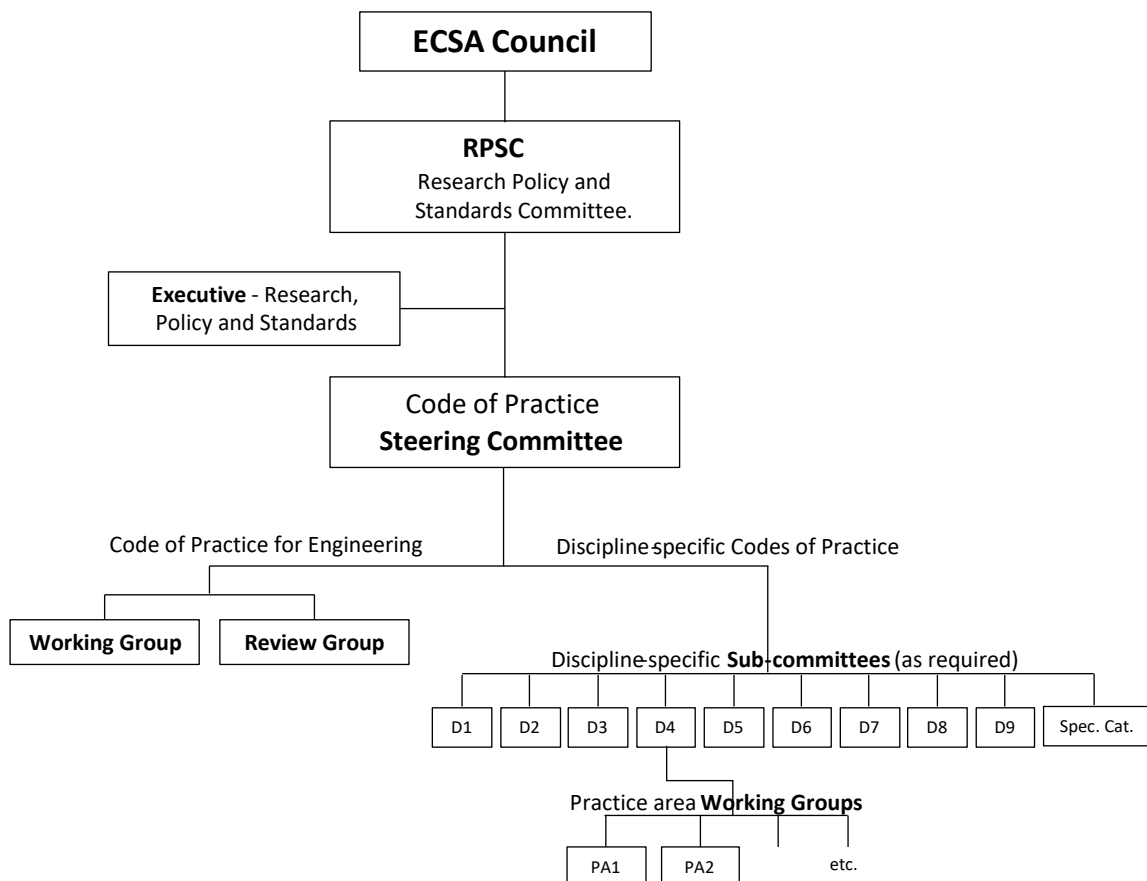
This document should be read in conjunction with the Policy Framework for the drafting of ECSA Codes of Conduct.

This document sets out steps to be taken to get the process of drafting ECSA codes of practice underway.

## 2. ORGANISATION

### 2.1 Structure

The organisational structure for the development of codes of practice is shown in Figure 1.




**Notes:**

- D1 – D9 are the nine disciplines of engineering covered by ECSA, namely Aeronautical, Agricultural, Chemical, Civil, Electrical, Industrial, Mechanical, Metallurgical and Mining Engineering.
- Spec. Cat. is Special Categories of Registration, e.g. Lifting Machinery Inspectors.
- PA1, PA2, etc. are practice areas within a discipline, e.g. the Structural Engineering practice area in the discipline of Civil Engineering.

**Figure 1: Organisational Structure**

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## 2.2 Appointment, Composition, Duties and Reporting

The appointment, composition, duties and reporting of the various entities are given in Table 1.


## 3. ESSENTIAL ACTIONS AND TIME FRAMES

The following programme is envisaged.

<b>Due date</b>	<b>Activity</b>
Mid-January 2019	Review and finalise draft Policy Framework and Road Map documents.
RPSC Meeting, Jan 2019	Table Policy Framework and Road Map documents for RPSC approval. RPSC to nominate Steering Committee members.
Mar 2019 Council Meeting	RPSC to appoint Steering Committee members and nominate chair and vice-chair of Steering Committee.
2 <sup>nd</sup> Quarter, 2019	Steering Committee to identify codes to be drafted and determine scope and application of codes. Identify where Discipline-specific Sub-committees are required. VAs to be consulted on composition of Discipline-specific Sub-committees, Working Groups and Review Group as required.
Mid 2019	Steering Committee to appoint Discipline-specific Sub-committees and directly appointed Working Groups.
Mid 2019	Discipline-specific Sub-committees and Working Groups to commence work.
End 2019	Working Groups drafts to Discipline-specific Sub-committee or Review Group, as appropriate, for review and comment.
1 <sup>st</sup> Quarter, 2020	Working Groups to consider comments and revise codes.
2 <sup>nd</sup> Quarter, 2020	Discipline-specific Sub-committee to approve working group drafts and issue to Steering Committee as a committee draft. Steering Committee to approve codes and issue Draft ECSA code for public comment. Working Groups to consider public comments and revise codes.
Mid 2020.	Steering Committee to approve revised codes. Publish final code by way of Board Notice in Government Gazette.

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**Table 1:** Appointment, composition duties and reporting

Entity	Appointment	Composition	Duties	Reporting
Steering Committee	Appointed by RPSC upon recommendation by the Executive: Research, policy and standards  Chair and vice-chair appointed by RPSC.	Max. 20 Registered Persons broadly representative of the profession from all disciplines and categories of registration in 18(1)(a) and, where relevant, 18(1)(c) of the Act.  All chairs of discipline-specific Sub-committees to be co-opted onto committee.	Oversee and coordinate the writing of codes, monitor progress and ensure compliance with general principles.  Specify scope and application of proposed codes.  Approve committee drafts and publish Committee draft ECSA codes for public comment.  Submit final code to Council for approval and publication.  Assume all duties of the Discipline-specific Sub-committees where no such sub-committee is appointed.	To RPSC.
Discipline-specific Sub-committees (where required)	Appointed by the Executive: Research, Policy and Standards in consultation with the Steering Committee and RPSC Chairs.  Chair elected by members.	Max. 10 Registered Persons from the relevant discipline in all categories of registration in 18(1)(a) and, where relevant, 18(1)(c) of the Act.  All chairs of Working Groups for discipline-specific codes to be co-opted onto committee.	Liaison with VAs on composition of Working Groups.  Coordinate activities of Working Groups.  Review working group drafts for specific discipline.	To Steering Committee.
Working Group  Code of practice for Engineering	Appointed by the Executive: Research, Policy and Standards in consultation with Steering Committee and RPSC	Max 12 Registered Persons broadly representative of all disciplines of engineering from all categories of registration in 18(1)(a) and, where relevant, 18(1)(c) of the Act.	Drafting of code of practice for engineering.  Receipt of comments from, Review Group and the Public, amendment of draft code and response to comments.  Submission of Working Group draft to Steering Committee for approval.	Steering Committee.

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Entity	Appointment	Composition	Duties	Reporting
	Chairperson. Chair elected by members.			
Review Group Code of practice for Engineering	Appointed by the Executive: Research, Policy and Standards upon recommendation by the Steering Committee based on VA recommendations. Chair elected by members.	Max 20 Registered Persons broadly representative of the Registered Persons to whom the code will apply from all categories of registration in 18(1)(a) and, where relevant, 18(1)(c) of the Act. Co-opted representatives of other associated professions. No overlap with Working Group for CoP on Engineering.	Review of Working Group draft of Code of practice for Engineering..	Steering Committee.
Working Groups Discipline-specific and practice area codes of practice	Appointed by the Executive: Research, Policy and Standards upon recommendation by discipline-specific Sub-committees based on recommendation from discipline and VAs. Chair elected by members.	Max 8 Registered Persons broadly representative of the Registered Persons to whom the code will apply from all categories of registration in 18(1)(a) and, where relevant 18(1)(c) of the Act. Co-opted representatives of other associated professions.	Drafting of discipline-specific or practice area codes. Receipt of comments from Discipline-specific Sub-committees, and the Public, amendment of draft code and response to comments. Submission of Working Group draft to Discipline-specific Sub-committee for approval.	Discipline-specific Sub-committee.

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## REVISION HISTORY

Revision Number	Revision Date	Revision Details	Approved By
Draft A	2 October 2018	Initial draft	Peter Day
Draft B	9 October 2018	Revised draft	Peter Day & Edmund Nxumalo
Draft C	15 January 2019	Review by the Working Group	Mr Nxumalo
Revision 1	29 January 2019	Approval	RPSC

The Roadmap for:

### ECSA CODE OF PRACTICE DRAFTING

Revision 1 dated 29 January 2019 and consisting of 7 pages has been reviewed for adequacy by the Business Unit Manager and is approved by the Executive: Research Policy and Standards (RPS).

  
 .....  
 Business Unit Manager

.....  
 26/03/2019  
 Date

  
 .....  
 Executive: RPS

.....  
 08/04/2019  
 Date

This definitive version of this policy is available on our website

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