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SABS 1200 AB-1986

SOUTH AFRICAN BUREAU OF STANDARDS

STANDARDIZED SPECIFICATION

for

CIVIL ENGINEERING CONSTRUCTION

AB : ENGINEER'S OFFICE

Approved by the
COUNCIL OF THE
SOUTH AFRICAN
BUREAU OF STANDARDS
on 13 March 1986

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CONTENTS

<u>Clause</u>		<u>Page Number</u>
1.	SCOPE	5
2.	INTERPRETATIONS	5
2.1	Supporting Specifications	5
2.2	Application	5
2.3	Definitions	5
3.	MATERIALS	5
3.1	Nameboards	5
3.2	Office Building(s)	5
4.	PLANT	5
4.1	Telephone	5
5.	CONSTRUCTION	5
5.1	Nameboards	5
5.2	Engineer's Office(s)	5
5.3	Key Personnel	5
5.4	Telephone	6
5.5	Survey Assistants	6
6.	TOLERANCES (not applicable)	6
7.	TESTING (not applicable)	6
8.	MEASUREMENT AND PAYMENT	6
8.1	Scheduled Items	6
8.2	Payment	6
APPENDIX A.	APPLICABLE STANDARDS	7

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SABS 1200 AB-1982

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AB : ENGINEER'S OFFICE

1. SCOPE
 - 1.1 This specification covers the requirements for offices and the minimum associated facilities for the use of the Engineer on a Site. It covers a scheduled number of identical offices and allows for mobile and semi-mobile accommodation.

NOTE: The standards referred to in the specification are listed in Appendix A.
2. INTERPRETATIONS
 - 2.1 SUPPORTING SPECIFICATIONS. Where this specification is required for a project, the following specifications shall, inter alia, form part of the contract document (NOTE : Item (b) may or may not be bound in the contract document):
 - a) Project specification;
 - b) SABS 1200 A or SABS 1200 AA, as applicable.
 - 2.2 APPLICATION. This specification contains clauses that are generally applicable to civil engineering construction. Interpretations of and variations to this specification are set out in Portion 2 of the project specification (see 2.1).
 - 2.3 DEFINITIONS. For the purposes of this specification the definitions given in SABS 1200 A or SABS 1200 AA, as applicable, and the following definitions shall apply:

Engineer. The Engineer named in the special conditions of contract.

Engineer's Representative. The party on Site who represents the Engineer and who may be a clerk of works, a professional engineer or the Engineer himself.

Office. An office constructed on the Site, or a prefabricated mobile or semi-mobile office unit.
3. MATERIALS
 - 3.1 NAMEBOARDS. The Contractor shall supply and erect, at approved sites, two nameboards that shall comply as regards size, painting, decorating and detail, with the recommendations for the standard board of the South African Institution of Civil Engineers. The description of the project and the names and titles of the Employer, Engineer and Contractor to be painted on the boards shall be as ordered or as shown on a drawing.

Each board shall be made of tempered hardboard of thickness at least 12 mm, so braced on the reverse side as to prevent warping, and mounted on two or more, as necessary, firmly planted poles.

The painting of the boards shall comply with the relevant requirements of CKS 193, and the colours of the paints shall be an acceptable match to the applicable colours given in SABS 1091.
 - 3.2 OFFICE BUILDING(S). The Contractor shall provide and furnish one or more offices (as scheduled) for the use of the Engineer. Each office shall consist of one room with a floor area of at least 12 m² and a ceiling height of at least 2,5 m.

Each office shall be weatherproof, shall have a wooden boarded floor that is at least 150 mm above the ground, and shall be provided with a ceiling and a lining to the walls, or equivalent insulation, with an acceptable type of door with a secure lock, and two opening windows of glazed area at least 3 m². Each office shall be well ventilated and shall be so insulated as to provide comfortable working conditions.

The internal furnishings of each office shall include

 - a) one trestle table, 2 m long x 1 m wide x 0,9 m high, with a smooth top;
 - b) one table or desk having a top of size at least 1,5 m x 0,9 m and at least one lockable drawer;
 - c) one high stool;
 - d) two chairs;
 - e) a lockable upright steel cabinet with three shelves or a steel filing cabinet with four drawers;
 - f) shelving of total length 3 m and of nominal width 300 mm;
 - g) an acceptable blind on each window;
 - h) a wash-hand basin;
 - i) acceptable lighting;
 - j) provision, as detailed in the project specification, for heating in winter and cooling in summer.

The Contractor shall also supply a toilet for the exclusive use of the Engineer.

On completion of the Works, ownership of the buildings and their furnishings shall revert to the Contractor who shall remove them from the Site.
4. PLANT
 - 4.1 TELEPHONE. The Contractor shall, subject to availability from the Department of Posts and Telecommunications, arrange for the installation in the office building of one or more (as required in terms of the project specification) telephones. The telephone(s) shall be available for use by the Engineer for official purposes.
5. CONSTRUCTION
 - 5.1 NAMEBOARDS. The Contractor shall keep the nameboards in good repair for the duration of the contract and he shall remove them on completion of the contract.
 - 5.2 ENGINEER'S OFFICE(S). The Contractor shall provide proper maintenance of the office(s) and its/their approaches. He shall keep the office(s) and toilet clean and shall provide adequate cleaning staff for this purpose throughout the contract period.
 - 5.3 KEY PERSONNEL. The Contractor shall furnish the Employer and the Engineer with a list of addresses and telephone numbers of key personnel in the Contractor's organization who may be contacted in an emergency both during and outside office hours.

SABS 1200 AB-1986
Engineer's office

6

- 5.4 TELEPHONE. The Contractor shall advise the Department of Posts and Telecommunications of any faults that develop in the telephone service and he shall, in such event, arrange for the earliest possible restoration of the said service. The Contractor shall ensure that telephone accounts are paid promptly. Costs of the Engineer's telephone calls and rental shall be recoverable from the Employer.
- 5.5 SURVEY ASSISTANTS. The Contractor shall make available to the Engineer two or more (as required in terms of the project specification or as scheduled) suitably educated survey labourers for use on and about the Site at all reasonable times. The Contractor shall supply all pegs and concrete, together with the necessary labour for excavation, mixing and placing, as and when required for the setting out of the work.
6. TOLERANCES
- 6.1 Not applicable to this specification.
7. TESTING
- 7.1 Not applicable to this specification.
8. MEASUREMENT AND PAYMENT
- 8.1 SCHEDULED ITEMS. Items will be scheduled as specified in Subclauses 8.3.2 and 8.4.2 of SABS 1200 A or SABS 1200 AA, as applicable.
- 8.2 PAYMENT
- 8.2.1 Fixed and Time-related Charges. The terms of Subclause 8.2 of SABS 1200 A or SABS 1200 AA, as applicable, shall apply.

APPENDIX A. APPLICABLE STANDARDS

Reference is made to the applicable issues (see Subclause 2.2 of SABS 1200 A or of SABS 1200 AA, as applicable) of the following standards:

CKS 193	The coating of road signs
SABS 1091	National colour standards for paint
SABS 1200 A	Civil engineering construction : General
SABS 1200 AA	Civil engineering construction : General (small works)