



BUILDING CONTRACTOR'S CODE OF CONDUCT

BUILDING CONTRACTOR'S NAME

(Hereinafter referred to as "the contractor")

OWNER / EMPLOYER'S NAME

(hereinafter referred to as "the employer")

PREAMBLE

The purpose of this set of rules is to ensure a harmonious integration of residential living and building activities within Rozenmeer with minimal impact upon the environment, residents and others. Rozenmeer has unique qualities as an up-market, secured residential estate and in order to maintain aesthetics, standards, general appearance and security arrangements it is necessary that owners, builders, contractors, and their subcontractors adhere to rules and regulations as determined by the Rozenmeer Home Owners' Association ("HOA") from time to time.

Strict adherence to all aspects of the rules is required and expected at all times and in all respects, and penalties as specified in this document may be imposed by the HOA in the event of non-compliance.

The contractor acknowledges that he is working in an environmentally sensitive development and agrees to conform to all environmental controls specified by the HOA from time to time.

Additional to the rules of the HOA the contractor undertakes to adhere to all the Government laws and regulations, National, Provincial & Local.

1. CODE OF CONDUCT AGREEMENT

The building contractor is a builder/contractor ("the contractor") appointed by the owner ("the employer") of an erf in Rozenmeer for the purpose of constructing a dwelling house and outbuildings ("the works") on the employer's erf.

2. QUALIFICATIONS OF CONTRACTORS

- 2.1 Only contractors with adequate experience and who can satisfy the HOA (in its sole and absolute discretion) of such prior experience will be allowed to build within Rozenmeer.
- 2.2 Builders must be registered with one of the following organizations NHBC, Master Builders Association, BIFSA or any other accredited association.
- 2.3 An owner builder who qualifies under 2.1 will be allowed to construct his own house.

3. PRE-CONDITIONS

The following pre-conditions shall be complied with before any building activities may commence:-

- 3.1 A site meeting between the contractor and representatives of the HOA aesthetical committee must take place at least 5 days prior to commencement of building.
- 3.2. Prior to commencement of building the contractor must set out the foundations for inspection and approval by the HOA aesthetical committee before casting concrete.
- 3.3 To cover possible expenses due to non-compliance with these and other estate rules, each owner / building contractor will be required to pay a deposit of R10 000,00 (Ten Thousand Rand) per building site to the HOA before any building operations are allowed to commence. The HOA may in its sole and absolute discretion deduct amounts from this deposit to recover expenses incurred in respect of non-compliance with these or other rules. Should any deduction be made the owner / building contractor will be obliged to restore the amount to R10 000, 00 (Ten Thousand Rand). Any amount remaining after completion and occupational certificate supplied, will be refunded. The HOA reserves the right to adjust these fees as and when necessary.

3.4 FEES AND CHARGES

Plan Approval Fee (paid to Architect)	R 2 000, 00
Deposit (Damage to Estate Property) (refundable)	R 10 000, 00
Connection Fee Electricity & Water	R 6 500, 00
Building administration Fee (once off Paid to HOA)	R 500, 00

Monthly Road Maintenance Fee* Non Refundable R 750, 00

**will be billed on monthly levy account.*

- 3.5 The contractors must display an approved builder's board on the stand at a site directed by the HOA for the duration of the construction period, as per attachment.
- 3.6 Builders boards must be removed after the construction has been completed.
- 3.7 Builders deposit is refundable after occupational certificate is received.

4. RESPONSIBILITY

- 4.1 Contractors are at all times responsible for their sub-contractors and employees, guests and invitees while at Rozenmeer.
- 4.2 The contractor is responsible for its sub-contractors as well as any person making deliveries to site. Any damages caused by his own employees, sub-contractors employed by him or delivery vehicles delivering materials to his site will make him liable for any damages that may occur within Rozenmeer. Any damage to the property including, but not limited to damage to kerbs, roads street lights, distribution boxes, plants, irrigation and/or damage to private property on Rozenmeer caused by the contractor, its subcontractors, agents, employees, guests or invitees is the responsibility of the contractor. In addition the contractor will be responsible for any damage caused to common areas in the immediate surrounds of his erf to an extent to be determined by the HOA in its sole and absolute discretion.

5. WATER AND ELECTRICITY METERS

- 5.1 A water meter, exclusively of a type and specification as directed by the HOA from time to time shall be installed by the owner at its cost in a meter box (or meter boxes) as specified by the HOA from time to time.
- 5.2 The meter box shall be built into the wall on the erf boundary at a position approved by the HOA and which shall not be less than 200 mm above ground level, not higher than 1200 mm above ground level and 1000 mm from the vehicular entrance to the property, easily accessible to meter readers.
- 5.3 The meter must be installed in the boundary wall in the manner provided for in paragraph 5.2 above.
- 5.4 The meter box shall always be built into the wall in such manner as to ensure that they are flush with the surface of the wall, and shall be painted the same colour as the wall into which they are built.

- 5.5 On the plans submitted the HOA must clearly indicate the position of the meter box, placed in compliance with these directions.

6. BUILDING ACTIVITIES

6.1 Limits of building activity:

All activities relating to the construction must be confined within the boundaries of the erf upon which construction is taking place. This relates to location of staff, citing of material, storage bins, etc. If any material needs to be stored outside the erf boundaries, written permission must first be obtained from the HOA. Approval or refusal of such requested permission shall be solely in the discretion of the HOA.

6.2 Site presentation:

The contractor will be expected to keep the appearance of his building site neat and tidy and free of litter at all times. Excess soil and plant material that results from leveling the erf must be removed from the erf once excavation is completed. The street in front of the erf must be swept regularly.

6.3 Cleaning of vehicles/equipment:

Washing of vehicles and equipment will not be allowed on the estate and must be carried out elsewhere.

6.4 Fires:

No fires will be allowed on any part of Rozenmeer including the building site without the prior written approval of the HOA.

6.5 Ablution facilities:

Contractors must make adequate provisions for temporary toilets for the use of their employees, and positioned on the site as directed by the HOA in its sole and absolute discretion.

6.6 Excess material and building rubble:

The contractor must make adequate provision for removal of building rubble and excess material. No material or building rubble may be spoiled on the property.

7. HOURS OF WORK

7.1 Public/Private time:

Contractors may only be present on Rozenmeer during the following public time hours:-

Monday – Friday: 07h00 to 18h00

Private time hours are 18h00 to 07h00 weekdays, Saturdays, Sundays and all public holidays, as well as BIFSA builders holidays prescribed annually to their members.

- 7.2 Contractors are not allowed on Rozenmeer during private hours, however, written permission can be obtained from the HOA, in its sole and absolute discretion, in special cases to work during private time. Special applications for contractors to be present on site during private time should be lodged at least one week prior to the private time activity proposed.

8. WATCHMEN

No watchmen will be allowed.

9. VEHICLE SIZES ALLOWED

Due to the road surfacing and limited road widths and radii the following restrictions are placed on any vehicle entering Rozenmeer.

- 9.1 No articulated truck with trailer will be allowed.
- 9.2 Vehicle weight restrictions will be determined at the sole and absolute discretion of the HOA.

10. DELIVERIES TO CONTRACTORS

10.1 General deliveries:

- 10.1.1 Contractors will at all times be responsible for their deliveries.
- 10.1.2 All delivery times will be limited to public times as defined under 6.1 above.
- 10.1.3 Size of delivery vehicles will be limited as defined under 9 above.
- 10.1.4 Deliveries to the building site will take place only from the street frontage of the site unless prior arrangements have been made with the HOA.
- 10.1.5 The contractor has the responsibility of ensuring adherence to the security entrance for deliveries.

10.2 Concrete deliveries:

The delivery of concrete has the potential of causing the most damage to the road surfacing and landscape vegetation. It is therefore important that these deliveries are handled in a particular way. Drivers of concrete delivery vehicles must be made aware of the environmental issues by the contractor before their first delivery to site.

10.3 Washing of concrete delivery vehicles:

The washing of concrete delivery vehicles will be prohibited.

11. STORAGE SHEDS/HUTS

The contractor will be permitted to place up to two 20 ft. shipping/freight containers within the boundaries of the erf. Only Containers of colour as approved by HOA will be permitted. Consent of the positioning of the container must be obtained from the HOA, which shall have absolute discretion in this regard.

12. SECURITY

12.1 The development is located in a secure a controlled environment and therefore in terms of 8 above, individual watchmen will not be allowed.

12.2 The contractor must at all times adhere to the instructions of security personnel employed by the HOA (if any).

12.3 Personnel must be transported by vehicle to the relevant building sites and are confined to that particular site only. Personnel will not be allowed to walk from one site to another.

12.4 All contractor vehicles & sub Contractors vehicles entering Rozenmeer must have a clearance disc issued by the HOA, including personal vehicles.

13. SPEED LIMIT

For security and safety reasons the speed limit in Rozenmeer for all contractors; vehicles is 30 km/h. The contractor is responsible for ensuring that all his employees, subcontractors and delivery vehicles adhere to this rule.

14. BUILDING PLAN CONTROLS

14.1 The building contractor must ensure that a copy of the signed approved building plan is available on site at all times for inspection by the HOA representative.

14.2 Any variations to the approved building plan must be submitted to the HOA for signed approval by the aesthetical committee and may only be implemented once the approved variation is available to the contractor.

15. ROADS AND ROAD VERGES

15.1 Contractors must ensure that the road in front of their building site is at all times kept clean. This is to minimize damage and ensure longevity of the road surface.

15.2 Contractors must ensure that the kerbs and sidewalks in front of their building site are adequately protected from damage by the building operations.

15.3 Building material must be stored on the erf. Special permission may be obtained from the HOA, in its sole and absolute discretion, to store material in the road reserve directly in front of the building site, or on other approved locations should the need arise.

16. ADVERTISING

The contractor or his sub-contractors may place no advertising material on the property or within the boundaries of the Estate.

17. ELECTRICITY SUPPLY

The HOA shall not be liable for damages, expenses or costs caused to residents for any interruption in supply, variation of voltage, variation of frequency, or any failure to supply electricity.

18. BREACHES

In the event of any breaches of the Building Contractors Code of Conduct the contractor or owner employer may be subject to a fine as determined by the HOA but no less than R 1000 (one thousand Rand) per offence committed or such other sanction as the HOA sees fit to impose. Such other sanctions may include, but shall not be limited, to building stop orders. Any such action will be at the sole and absolute discretion of the Home Owners' Association.

19. CONTRACTOR'S DETAILS AND DOMICILIUM

Contractor:

Contact person:

Physical Address:

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.....

Postal Address:

.....

E-mail address:

Telephone No:

Fax No:

Cell Phone No:

Erf No:

20. EMPLOYER'S DETAILS AND DOMICILIUM

Employer:

Physical Address:

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.....

Postal Address:

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E-mail address:

Telephone No:

Fax No:

Cell Phone No:

21. BANKING DETAILS FOR RETURN OF DEPOSIT

Bank:

Branch:

Branch Code:

Account Name:

Account Number:

Account Type:

22. ARCHITECT'S DETAILS AND DOMICILIUM

Architect:

Contact Person:

Physical Address:

.....

.....

Postal Address:

.....

E-mail address:

Telephone No:

Fax No:

Cell Phone No:

Erf No:

23. THE EMPLOYER'S RESPONSIBILITY

By its signature to this document, the employer agrees to co-operate fully with the contractor and with the Home Owners Association to ensure that the Home Owners' Association's rules and instructions are fully complied with. The employer accepts and acknowledges that it has nominated and employed the contractor and that the employer is jointly responsible to ensure that the contractor complies with the terms of this document, and any other rules, regulations and directions of the Home Owners' Association.

SIGNED at on the day of 20....

For and on behalf on the Contractor

SIGNED at on the day of 20....

The Owner/Employer

Annexure “A”

Standard Contractors Board

<u>Silverplate Sign & Graphic</u> 75 Bird Str Stellenbosch	Phone 021 886 5144 Fax 021 886 4819 Email: info@silverplate.co.za
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Standaard Kontrakteurs bord

Geregistreeerde erf nommer in voorgeskrewe font in swart onder RHV Logo	Rozenmeer erf nommer in swart op Rozenmeer goud met swart rant	Rozenmeer Huis eienaars vereniging Logo in Rozenmeer goud
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Grond vloer sketse van goed gekeurde planne

Hierdie 790 x 590 vinyl plakker moet op 'n vaste bord geplak word met n 25 x 25 yster raam om Geplant nie meer as 3 meter van die regter kant se boek van die erf met n hoogte van 500mm vanaf die grond opper vlakke tot onder die raam werk. Die bord moet ten alle tye sigbaar wees en skoon gehou word.

Name , kontak nommer van geregistreeerde bouers en konsultante op die projek in in voorgeskrewe Font met Logo aan regter kant vertoon

Logo's van verenigings waar aan bogenoemde konsultante behoort

Die Kontrakteurs bord moet in 'n A4 Pdf formaat aan die RHV voor gelê word vir goed keuring voordat dit opgerig word

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3.4 FEES AND CHARGES

Deposit (Damage to Estate Property)	R6 000,00
Water Deposit	R2 500,00
Builders Board	R1 140,00
*Contribution to road maintenance fund and	
Building administration	R500,00

*Monthly building administration

R750,00

**will be billed on monthly levy account.*

- 3.5 The contractors must display an approved builders board on the stand at a site directed by the HOA for the duration of the construction period.
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6.5 Ablution facilities:

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6.6 Spoil of excess material and building rubble:

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