

## BOARD NOTICES • RAADSKENNISGEWINGS

### BOARD NOTICE 203 OF 2019

*Published in terms of Section 30 of the Geomatics Profession Act No. 19 of 2013*



#### BOARD NOTICE

#### THE SOUTH AFRICAN GEOMATICS COUNCIL(SAGC) **CALL FOR COMMENT** ON THE DRAFT TARIFF OF FEES APPLICABLE TO THE SOUTH AFRICAN GEOMATICS COUNCIL

*The South African Geomatics Council (SAGC) in accordance with Section 30(2) hereby **calls for comments** on the proposed guideline fees in respect of Land Survey Work. Comments must be received in writing to the following address [Registrar@sagc.org.za](mailto:Registrar@sagc.org.za) within 30 days from publication of this notice in the government gazette.*

*The proposed guideline fees can be downloaded from [www.sagc.org.za](http://www.sagc.org.za)*

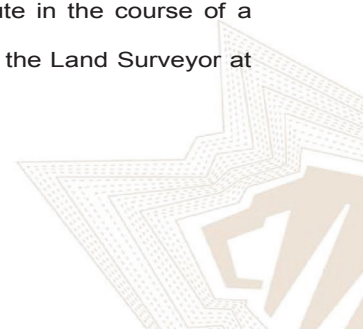
#### LAND SURVEYING: GUIDELINE PROFESSIONAL FEES

##### 1. INTRODUCTION

The following fees have been determined by the South African Geomatics Council (SAGC) as the recommended guideline professional fees for Professional Land Surveying tasks and is published in accordance with section 30 of the Geomatics Profession Act No. 19 of 2013. The Act seeks to protect the Public and in respect of any real right property related matter, reserves work in respect of such for a Professional Land Surveyor only.

The rates below are inclusive of the following responsibilities of the Professional Land Surveyor;

- The responsibility of protecting third party land rights in respect of diagrams, beacons and boundaries;
- The general duties performed by the Land Surveyor for procuring and overseeing the due and proper approval of Diagrams, General Plans, and Survey Records;
- The responsibility for the correctness of certificates, endorsements and documents to be filed or registered at the Office of the Surveyor General;
- Ensuring that the necessary statutory approvals have been granted and that the Diagram or General Plan complies with such;
- Filing with the Surveyor-General for the purpose of being examined and permanently filed in the Office of the Surveyor-General all records as prescribed in Law;
- Attendances to all general and relevant matters emanating in the course of a survey;
- Any attendance in connection with the resolution of a boundary dispute in the course of a survey; and
- Any formal certification of material facts relating to the land that places the Land Surveyor at professional risk.



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## 1.1. GENERAL NOTES

The professional guideline fees for any work involving rights in land should be explained and the fees set out between the Professional Land Surveyor and the client. Taking cognisance of the type, complexity and nature of the professional services to be rendered.

This section is applicable to both Sections 2 and Section 3.

## 1.2. COST UNITS (cu)

Reference to a Cost Unit (cu) in this professional fee guideline shall mean an amount equal to the **Category A** time charge.

The Category A rate for a Professional Land Surveyor is R 2026 per hour exclusive of VAT

Notwithstanding any reference to the Category A time charge above, where technical staff in the direct employ of the Professional Land Surveyor are used under his / her supervision, their services may be charged out at 0.15% of their gross annual remuneration including cost to business, to a maximum of R1 040.

## 1.3. OMISSIONS, ADDITIONS, REDUCTIONS AND SERVICES NOT PERFORMED

1.3.1. If any portion of the services described in this professional fee guideline are omitted from the services rendered, the cost units shall be reduced accordingly.

1.3.2. If abnormal circumstances affect the services rendered by a Professional Land Surveyor, additional cost units may be charged should the following circumstances be encountered: -

- Access problems which typically include dense vegetation, walls and electrified fences, neighbours not providing access, difficult topography and geotechnical conditions.
- The lack of existence of property beacons and or the availability of trigonometrical beacons in the area.
- The age of the survey records, requiring extensive reconstructions.
- The existence of underlying rights such as Quitrent, that needs to be addressed.

1.3.3. If on assessment of the survey, circumstances are identified which results in a reduction of cost units needed to perform the survey, then such shall be permissible. Such circumstances could include, but not limited to; -

- Abundance of accessible beacons for the survey.
- Previous surveys one has done in the area.
- Simplicity of reconstruction and superposition.

1.3.4. Where the client appoints the Professional Land Surveyor for services described in both Section 2 (Amendments to Rights in Land) and Section 3 (Creation of Land Rights), the cost unit component may be reduced to account for activities already performed or Information already acquired through such appointment.

1.3.5. Where a single application is made as per Section 2 (Amendments to Rights in Land), which involves multiple sub types of applications, the predominant cost unit should be used, and the sum of the remaining cost unit sub application types shall be charged at 20% of such.

1.3.6. Where tasks in section 2 (Amendments to Rights in Land) are not required or are of a simplified nature, it shall be permissible to reduce the charge units accordingly.

1.3.7. Where tasks in section 2 (Amendments to Rights in Land) are complex and require extensive and detailed research, the charge units may be increased.

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- 1.3.8. Where no cost units have been prescribed for services or where the services are of such a nature that the cost units do not apply, the services may be performed on a time basis.
- 1.3.9. Where a combination of linked services are required in Section 3 (Creation of Land Rights) the cost unit component may be reduced to account for activities already performed or Information already acquired through such appointment.
- 1.3.10. In respect of section 3 (Creation of Land Rights), the basic cost unit shall be adjusted by a factor given below, dependent on property size. Such is not applicable to the parent property size.

Between 1 Ha to 10 Ha	Factor of 1.1
Between 11 Ha to 50 Ha	Factor of 1.3
Between 51 Ha to 100 Ha	Factor of 1.5
Between 101 Ha to 500 Ha	Factor of 1.7
More than 500 Ha	Factor of 2

Provided that in the case of servitudes no factor shall be applied.

**2. APPLICATIONS: AMENDMENTS TO RIGHTS IN LAND – IN TERMS OF THE GEOMATICS PROFESSION ACT No. 19 of 2013.**

**The Charge units below are exclusive of the following costs**

- Travelling Costs have been excluded from this professional fee guideline and unless agreed otherwise between the parties, the AA rates per km shall be applicable.
- Application Fees and or specialist studies as a result of an application for amendments to rights (planning application) have been excluded from the professional fee guideline and should be agreed with and paid for by the client.
- Subsistence cost necessarily incurred in the execution of the project shall be agreed with and recovered from the client.
- Attending to Objections and Appeals of Applications – See Section 4 of this professional fee guideline.
- Attending to exemption certification requests – See Section 4 of this professional fee guideline.

**NOTE:**

The fees hereunder provide for client engagement and agreement, compilation of data, consultations with client, consultation with organs of state and affected parties, site inspections and investigations, meetings as may be required, preparation of plans and application papers, preparation of supporting memorandum, reproductions as may be required, submission of application, posting of notices and obtaining the final Decision Notice.

**2.1. LAND USE CONSENT / SPECIAL CONSENT**

Cost unit 30 (cu)

**2.2. REZONING / AMENDING TOWN PLANNING SCHEME**

Cost unit 35 (cu)

**2.3. SUBDIVISIONAL APPLICATION**

Subdivision (Single)	20 (cu) <b>Plus 1 (cu) for each additional Subdivision.</b>
100 or more Subdivisions	119 (cu) <b>Plus 1 (cu) per each additional 15 subs beyond 100 subs.</b>

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**2.4. CONSOLIDATION APPLICATION**

Two Components (2)	10 (cu) <b>Plus</b> 0.5 (cu) for each additional component property.
50 or more Components	34 (cu) <b>Plus</b> 0.25 (cu) per each additional component property beyond 50.

**2.5. AMENDING GENERAL PLAN APPLICATION**

In terms of section 37(2) of the Land Survey Act, an application to the premier (or delegated Local Authority) or court shall be charged in accordance with par 2.3 above.

**2.6. ROAD CLOSURE APPLICATIONS**

Cost unit 20 (cu)

**2.7. SERVITUDES AND LEASE APPLICATIONS**

Servitude / Lease (Single)	20 (cu) <b>Plus</b> 1 (cu) for each additional servitude or lease.
100 or more Servitude / Leases	119 (cu) <b>Plus</b> 1 (cu) per each additional 15 servitude / leases beyond 100.

**2.8. REMOVAL OF TITLE RESTRICTIONS**

Title Deed (Single)	15 (cu) <b>Plus</b> 1 (cu) for each additional Title Deed.
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**2.9. RELAXATIONS**

Cost unit 15 (cu) **Plus** 1 (cu) for each additional property relaxation.

**3. CREATION OF LAND RIGHTS IN TERMS OF THE LAND SURVEY ACT No. 8 of 1997**

The Charge units below are exclusive of the following costs

- Travelling Costs have been excluded from this professional fee guideline and unless agreed otherwise between the parties, the AA rates per km shall be applicable.
- Fees incurred in accordance with the Surveyor-General's office scale of fees published in terms of section 3 and 6 of the Land Survey Act No. 8 of 1997, shall be recovered from the client.
- Subsistence cost necessarily incurred in the execution of the project shall be agreed with and recovered from the client.
- Where a Section 16 Diagram, as required by the Land Survey Act, is needed, an additional 1.5 cu shall be charged per Section 16.

**NOTE:**

The table of fees hereunder provides for, client engagement and agreement and includes the obtaining of relevant Surveyor General data, scrutinizing and consulting on statutory consent/s, locating trigs/town reference marks, scrutinizing survey data, digital compilation of cadastral data, electronic transference of digital data to field equipment, preparation of field plans, charging equipment for field surveys, loading of equipment for field operations, arrange access to the site, supervision of technical personnel and field assistants, establish WGS84 control, reconnaissance for the survey, search and survey for lost beacon or survey stations, downloading surveyed data, reconstruction calculations,

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calculations and placing data - missing or new beacons, placing of beacons, downloading field and placed data, drafting working plan and comparison plan/data, framing diagrams and or general plan, performing consistency of all data and plans, preparation of survey records including survey report, beacon and coordinate comparisons, comparison sketches, submission to the Surveyor-General's office, reporting to client and administration of appointment.

**3.1. SUBDIVISIONS – SECTION 20 OF THE LAND SURVEY ACT**

Subdivision (Single)	20 (cu) <b>Plus</b> 4 (cu) for each additional subdivision within a common control and boundary reconstruction. <b>Plus</b> 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram. <b>Plus</b> 4 (cu) for each new servitude shown thereon. <b>Plus</b> 0.25 (cu) per additional side beyond 10.
20 or more Subdivisions	96 (cu) <b>Plus</b> 0.33 (cu) per each additional subdivision within a common control and boundary reconstruction. <b>Plus</b> 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram / GP. <b>Plus</b> 4 (cu) for each new servitude shown thereon. <b>Plus</b> 0.25 (cu) per additional side beyond 10.

**3.2. CONSOLIDATIONS – SECTION 38 OF THE LAND SURVEY ACT**

Consolidation <u>by Compilation</u> (2 Properties)	8 (cu) <b>Plus</b> 1 (cu) for each additional component property <b>Plus</b> 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram. <b>Plus</b> 0.25 (cu) per additional side beyond 10.
Consolidation <u>by Survey</u>	20 (cu) <b>Plus</b> 1 (cu) for each additional component property <b>Plus</b> 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram. <b>Plus</b> 4 (cu) for each new servitude shown thereon. <b>Plus</b> 0.25 (cu) per additional side beyond 10.

**3.3. SERVITUDES**

Single Servitude	20 (cu) <b>Plus</b> 4 (cu) for each additional servitude within a common control and boundary reconstruction. <b>Plus</b> 0.25 (cu) per additional side beyond 10.
20 or more Servitudes	96 (cu) <b>Plus</b> 0.33 (cu) per each additional servitude.

**3.4. LEASES**

Single Lease	20 (cu) <b>Plus</b> 4 (cu) for each additional lease within a common control and boundary reconstruction. <b>Plus</b> 0.25 (cu) per additional side beyond 10.
20 or more Leases	96 (cu)

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	<b>Plus 0.33 (cu) per each additional lease.</b>
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**3.5. DIAGRAMS OF SUBSTITUTION – SECTION 22 OF THE LAND SURVEY ACT**

Diagram of substitution	19 (cu) <b>Plus 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram.</b> <b>Plus 0.25 (cu) per additional side beyond 10.</b>
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**3.6. AMENDING GENERAL PLANS – SECTION 37 OF THE LAND SURVEY ACT**

Amending general plan comprising of a single land parcel	20 (cu) <b>Plus 4 (cu) for each additional subdivision within a common control and boundary reconstruction.</b> <b>Plus 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram.</b> <b>Plus 4 (cu) for each new servitude shown thereon.</b> <b>Plus 0.25 (cu) per additional side beyond 10.</b>
Amending general plan comprising 20 or more land parcels	96 (cu) <b>Plus 0.33 (cu) per each additional subdivision within a common control and boundary reconstruction.</b> <b>Plus 0.5 (cu) for each existing Servitude Note carried forward onto a new diagram / GP.</b> <b>Plus 4 (cu) for each new servitude shown thereon.</b> <b>Plus 0.25 (cu) per additional side beyond 10.</b>

**4. TIME BASED CATEGORIES OF WORK**

The following tasks shall be charged on a time basis at the Category A rate and agreed to prior to commencement; -

- Attending to Objections and Appeals of Planning Related Applications.
- Land Audits.
- Relocation of Beacons and Beacon Certificates.
- Certificates of Non-Affection.
- Attending to exemption certification requests
- Certificate of Identity.
- Boundary Disputes.
- Any attendance or consultation, relating to compliance with the Conditions of Establishment for registration purposes in the Office of the Registrar of Deeds
- Any unforeseen attendances and correspondences with external organs or parastatals emanating from appointments.
- Matters which require attendance in court.
- Consultation with conveyancer and attendances on the opening of a Township Register
- Any attendance arising from negotiations between parties, resulting in a further agreement or addendum or amendment to an existing agreement
- Time in obtaining certified copies of any document, diagram or deed from the Office of the Surveyor General or Office of the Registrar of Deeds
- Attendance to matters as a result of incorrect or un-updated land survey records in the office of the Surveyor-General.

**5. BREAKDOWN OF CHARGE UNITS - APPLICATIONS: AMENDMENTS TO RIGHTS IN LAND – (PLANNING APPLICATIONS)**

The table below reflects the breakdown of charge units per Amendment to Real Right Activity (Planning Applications), to aid the public in understanding this professional fee guideline and the functions to be performed.

SECTION 2 : CREATION OF LAND RIGHTS IN TERMS OF THE LAND SURVEY ACT									
ACTIVITY	Land Use / Special Consent	REZONING / AMENDING TOWN PLANNING SCHEME	Sub divisional Application	Consolidation Application	Amending General Plan	Road Closure	Servitude / Lease Applications	Removal of Restrictions	Relaxations
	CHARGE RATE	CHARGE RATE	CHARGE RATE	CHARGE RATE	CHARGE RATE	CHARGE RATE	CHARGE RATE	CHARGE RATE	CHARGE RATE
<b>1. CONTACT INTERVIEW:</b>									
Consultation with Principal	1	1	1	0.5	1	1	1	1	1
Site Visit.	0.5	0.5	0	0	0	0	0	0	0
<b>2. LOCAL AUTHORITY:</b>									
Consultation with official	1	1	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Documentation:									
Zoning Certificate	0.25	0.25	0.25	0.25	0	0	0	0.25	0.25
Application Form	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Policy Documents	0	0.25	0.25	0	0	0	0	0	0
List of adjoining owners	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
<b>3. DOCUMENTATION:</b>									
Government:									
Title Deed and Bond	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Surveyor General	0.25	0.25	0.25	0.15	0.15	0.25	0.25	0.25	0.25
Owner:									
Power of Attorney	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Applicant Detail	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Mineral Rights Holder	0	0	0	0	0	0	0	0	0
Bond Holder consent	0	0	0	0	0	0	0	0	0
<b>4. SPECIALISTS REPORTS &amp; CONSULTATION:</b>									
Consultation with	0.5	0.5	0.5	0	0.5	0.5	0.5	0	0
Photogrammetrically Mapping	0	0	0	0	0	0	0	0	0
EIA	0	0	0	0	0	0	0	0	0
Geo-technical Report	0	0	0	0	0	0	0	0	0
Engineering Services Report	0	0	0	0	0	0	0	0	0
Flood line determination	0	0	0	0	0	0	0	0	0
Transport Impact assessment	0	0	0	0	0	0	0	0	0
Retail Study	0	0	0	0	0	0	0	0	0
Architectural SDP / Drawings	0	0	0	0	0	0	0	0	0
Landscape Framework Plan	0	0	0	0	0	0	0	0	0
Noise Impact assessment	0	0	0	0	0	0	0	0	0
Time on Information for Specialists	0.5	0.5	0.5	0	0.25	0.25	0.25	0	0
Scrutinize Reports	0.5	1	0.5	0	0.25	0.25	0.25	0	0
<b>5. PREPARATION OF PLANS:</b>									
Locality Plan	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Draft Scheme Clauses & Annexures	0	0	0	0	0	0	0	0	0
Layout/Site/Development/Zoning Plan	3	3	3	1	3	3	3	1	1
<b>6. PREPARATION OF APPLICATION:</b>									
Perusal of Policy Documents	1	1	1	0.5	1	1	1	1	1
Motivating Memorandum	13	17	3	1	4	4	4	2	2
Completion of application forms	0.5	0.5	0.5	0.25	0.5	0.5	0.5	0.5	0.5
Draft Conditions of Establishment	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
List of names & addresses (neighbouring erven)	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Letters to external organisations	0.5	0.5	0.5	0.25	0.5	0.5	0.5	0.5	0.5



Application to Dep. Mineral Resources	0	0	0	0	0	0	0	0	0
<b>7. COMPILATION OF APPLICATION:</b>									
Compilation of Application	1	1	1	0.25	1	1	1	1	1
Proof of compliance forms	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
<b>8. NOTICES:</b>									
Press Notices									
Local Newspaper / Gazette	0.5	0.5	0.5	0.25	0.5	0.5	0.5	0.5	0.5
Site Notices (Placard)	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Notice of meeting	0	0	0	0	0	0	0	0	0
Proof of Notices & Photo	0.5	0.5	0.5	0.25	0.5	0.5	0.5	0.5	0.5
Sworn Statements	0	0	0	0	0	0	0	0	0
<b>9. COMMUNITY FACILITATION</b>									
Meeting with interested & effected parties	0	0	0	0	0	0	0	0	0
Meeting with Councilor	0	0	0	0	0	0	0	0	0
Community meeting (rate payers Assoc)	0	0	0	0	0	0	0	0	0
Minutes of meeting	0	0	0	0	0	0	0	0	0
<b>10. APPLICATION - LODGE AND ADMIN:</b>									
Covering Letter	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Attendance for Lodgement	0.15	0.4	0.5	0.25	0.5	0.4	0.4	0.5	0.5
Pursuing application	1	1	1	0.5	1	1	1	1	1
<b>11. OBJECTIONS - HEARING/PLANNING COMMITTEE</b>									
Time on preparation for	0	0	0	0	0	0	0	0	0
Time on meeting with legal representation	0	0	0	0	0	0	0	0	0
Legal Representation									
Liaison with Specialists	0	0	0	0	0	0	0	0	0
Preparation of Bundles and Annexures	0	0	0	0	0	0	0	0	0
Pre-Hearing	0	0	0	0	0	0	0	0	0
Address tribunal directives	0	0	0	0	0	0	0	0	0
Hearing	0	0	0	0	0	0	0	0	0
Time on meeting with Expert Witnesses	0	0	0	0	0	0	0	0	0
Expert Witnesses									
Alternative attendance at committee	0	0	0	0	0	0	0	0	0
Negotiations on disputes	0	0	0	0	0	0	0	0	0
Amendment of Application	0	0	0	0	0	0	0	0	0
Amend Layout/subdivision plans	0	0	0	0	0	0	0	0	0
Scrutinize conditions	0	0	0	0	0	0	0	0	0
Consultation re Conditions	0	0	0	0	0	0	0	0	0
<b>12. POST HEARING/DECISION ACTIVITIES</b>									
Scrutinize Conditions	0.25	0.25	0.5	0.25	0.5	0.5	0.5	0.5	0.5
Client consultation re Conditions	0.25	0.25	0.5	0.25	0.25	0.25	0.25	0.25	0.25
Attendance to alterations	0.25	0.25	0.15	0.25	0.5	0.5	0.5	0.15	0.15
<b>13. MANAGEMENT OF PROCESES</b>									
Administration and giving advice	0.5	0.5	0.5	0.25	0.5	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>30</b>	<b>35</b>	<b>20</b>	<b>10</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>15</b>	<b>15</b>



**6. BREAKDOWN OF CHARGE UNITS - CREATION OF LAND RIGHTS IN TERMS OF THE LAND SURVEY ACT**

The table below reflects the breakdown of charge units per Land Survey Activity, to aid the public in understanding this professional fee guideline and the functions to be performed, but also to be used in respect of abnormal circumstances in respect of 1.2.2.

<b>SECTION 3 : CREATION OF LAND RIGHTS IN TERMS OF THE LAND SURVEY ACT</b>				
<b>ACTIVITY</b>	<b>Subs / Servitude / Lease</b>	<b>Consolidation By Compilation</b>	<b>Consolidation By Survey</b>	<b>DIAGRAM OF SUBSTITUTION</b>
	<b>CHARGE RATE</b>	<b>CHARGE RATE</b>	<b>CHARGE RATE</b>	<b>CHARGE RATE</b>
<b>1. CONTACT INTERVIEW:</b>				
Consultation with Principle	1	1	1	1
<b>2. DOCUMENTATION:</b>				
Surveyor General info (internet)	0.25	0.25	0.25	0.25
Surveyor General (visit for survey records)	0	0	0	0
Scrutinize and consult on consent	1	1	1	0
<b>3. PREPARATORY WORK:</b>				
Locating Trigs/Town Reference Marks	0.25	0	0.25	0.25
Scrutinize Survey Data	0.5	0	0.5	0.5
Geo Reference calculations of cadastral data	1	1	1	1
Load calculated data and information on equipment	0.25	0	0.25	0.25
Prepare equipment for field	0.25	0	0.25	0.25
Load Equipment on vehicle	0.25	0	0.25	0.25
Arrange access to the site	0.25	0	0.25	0.25
<b>4. TIME ON SITE CONTROL &amp; SEARCHING FOR BEACONS:</b>				
Establish WGS84 control	0.5	0	0.5	0.5
Search and survey for lost beacon or survey stations	4	0	4	4
<b>5. RECONSTRUCTION CALCULATIONS &amp; PLACING BEACONS</b>				
Download surveyed data	0.25	0	0.25	0.25
Reconstruction calculations	1	0	1	1
Calculations and placing data - missing or new beacons	0	0	0	0
Placing of Beacons	1	0	1	1
<b>6. LAND SURVEY RECORDS</b>				
Download field and placed data	0.25	0	0.25	0.25
Time on CAD, working plan and comparison plan/data	2.5	1	2.5	2.5
Time framing Diagram (General Plan)	2	1.5	2	2
Consistency of all data	0.25	0	0.25	0.25
Time on Survey Records	2	1	2	2
<b>7. ADMINISTRATION OF APPOINTMENT</b>				
Lodgement	0.25	0.25	0.25	0.25
Administration of Appointment	1	1	1	1
<b>TOTAL</b>	<b>20</b>	<b>8</b>	<b>20</b>	<b>19</b>