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ACEN NEWS CIRCULAR – MAY 2020:

1. WE ARE JOINING THE NEW WAY OF WORKING

Dear valued ACEN Member

Trust that all of you are doing well and keeping safe in the midst of the Covid-19 challenge.

From ACEN's side we wish to inform you that the ACEN Council has decided to permanently move the ACEN office to a home-based office. During the time of lockdown we have realised that the administration fragment of ACEN has been successfully managed from Deoné's home-based office and that there is no need to continue renting a costly office space at this stage.

The functioning of the ACEN office will not be affected by this decision, the ACEN office will still be operational from 8H00 until 13H00 on Mondays to Fridays.

Deoné can be reached on her cell phone – [0855556000](tel:0855556000) or by e-mail – info@acen.org.na or acen@acen.org.na during these hours.

2. ENGINEERING COUNCIL OF NAMIBIA (ECN)

The following is being dealt with by ACEN at ECN level:

- **Request for Hourly Tariff increase** – ACEN has joined forces with the NCAQS and sent a new, updated request to the ECN to be re-submitted to the Minister for approval. (See Point 3 below)
- **Registration of Legal Entities under the Engineering Act 18 of 1986** - The draft Engineering Act requires registered professionals who want to do business as a Consulting Engineering Company to register their business with ECN. The current Council is however of opinion that this function should not resort under ECN and has recommended same to the Minister. Response is awaited and should be addressed in the new Engineering Act.
- **Disbursements** – The Disbursement schedule of the MWTC should be updated (see Point 3 below)

3. JOINT MEETING BETWEEN DOW/NCAQS and ECN on DISBURSEMENTS / HOURLY RATE / NEW PROCUREMENT ACT / DOW DIRECTIVES

A meeting held on the 12th of March 2020, was called for by the DoW, inviting the above-mentioned stakeholders. The following items were dealt with:

- **Disbursements** – The partakers in this meeting should work through the proposed, updated DOW Disbursement schedule and feedback should be given to the forum. The proposed rates have not been gazetted yet.

The issue on **travelling time** will also be clarified in the new schedule.

- **Request for Hourly Tariff increase** – The latest proposed rate is most likely to be approved. ACEN Members will be informed as soon as the new rate is confirmed and gazetted.
- **Public Procurement Act and Contractual documentation** – In general the meeting concurred that the new Procurement Act and the terms of reference used for calling for tenders are not clear, pertaining to the provision of professional services in the construction industry. The role of the newly established Industry Sub-Committee consisting of representatives from ACEN, INQS and NIA was explained to the meeting. Voluntary bodies, statutory bodies (ECN and NCAQS) and DOW should collectively approach the PPU on a formal basis to come up with solutions and suggestions.
- **Directives from DOW** - All directives and correspondences will go through the statutory bodies to make sure all role-players in the industry receive these directives.

The scheduled follow-up meeting of this forum had to be postponed due to the Covid-19 restrictions. A new date for the meeting will be set in due course.

4. PROCUREMENT ACT- Industry Sub-Committee (ISC)

The ISC was established to support the industry with understanding the new Procurement Act and regulating the terms of reference as referred to in the 3rd Bullet point in Item 3 above:

- The initial aim of this subcommittee is to promote a uniform Client-Consultant agreement to be used in conjunction with the Procurement Act.
- Generate standardized TOR for use by all entities using the Procurement Act

5. NEW CONTRACTUAL DOCUMENTATION – PROCSA

- ACEN recommends the use of The PROCSA Suite of Documents in combination with the revised ACEN Fee Scale Model referred to as the Annexure C Document which you can find on the ACEN website under the PROCSA Tab.
- An informative PROCSA Webinar will be presented in three, two-hour sessions, on the 9th, 10th and 11th of June 2020. Please contact Deoné if you still want to register for this Webinar.

6. ACEN MEMBERSHIP AWARENESS STRATEGY

ACEN distributes an updated list of firms that are registered with ACEN to the Ministries, NUST, Regional Councils and Local Authorities every six months. Also explaining to them the advantages of appointing ACEN Member firms on contracts.

7. INCENTIVE TO ACEN MEMBER FIRMS THAT ENGAGE IN APPOINTING INTERNS

The internship initiative will compensate Member firms with a percentage of the cost per professional / incorporated engineer for every intern that completes an internship term at the respective firm.

In order to claim this discount, the firm should submit a report, indicating the type of work performed by the intern, the period of internship as well as the final conclusion of the internship. However, the member firm will only qualify for the incentive at the end of a book year period. ACEN will reimburse the firm on the ACEN Membership Fee Invoice. An updated e-mail with adjusted recommendations and explanations regarding shorter-term internships has been sent to Members.

8. ACEN MEMBERSHIP FEES 2020/2021

The ACEN Membership Fee Invoices for the 2020/2021 book year has been sent out at the beginning of March 2020. The Membership Fees are payable before the end of June 2020.

Kindly contact Deoné if you have NOT received your Invoice.

9. ACEN WEBSITE and FACEBOOK PAGE

The ACEN Website is up to date and running smoothly.

ACEN is in the process of creating an ACEN Facebook page intended for interactive engineering related communication and sharing of interesting information thus also giving more exposure to the ACEN member firms on social media.

10. ACEN AGM – 16 JULY 2020

The ACEN AGM will take place on the 16th of July 2020, the venue will be communicated to you in due course. Please RSVP before the 15th of June 2020.

Please also take note of the Resolution form and Nomination requests with the associated due dates for action as per the e-mail sent to you on 15 May 2020.

11. WORKSHOPS, COURSES AND PROJECTS

The Green Building Council of Namibia has invited the ACEN Firms for the online 2nd MENA Green Building Congress 2020 on 23 and 24 June from 1 to 4 pm each afternoon.

Please see the e-mail sent to you on the 27th of May 2020 for more information on this Congress.