

**DEPARTMENT OF PUBLIC WORKS**  
**NOTICE 104 OF 2018**  
**SA COUNCIL FOR THE**  
**PROPERTY VALUERS PROFESSION**

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**RULES FOR THE PROCEDURE OF NOMINATION OF SACPVP COUNCIL  
MEMBERS**

In terms of section 37 (3) of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000) the South African Council for the Property Valuers Profession (SACPVP) hereby makes Rules as set out in the Schedule hereunder.

**SCHEDULE**

The purpose of these rules is to provide for the process of nominating persons to serve on the South African Council for the Property Valuers Profession in terms of the provision of the Act.

Service as a member of the SACPVP is a voluntary contribution of valuable time and wisdom to the property valuers profession and to the South African society.

**1. Definitions**

In these Rules and unless the context otherwise indicates, any expression or word to which a meaning has been assigned in the Property Valuers Profession Act, 2000 (Act No. 47 of 2000) bears the same meaning and –

- (i) “the Act” means the Property Valuers Profession Act, 2000 (Act No. 47 of 2000);
- (ii) “the Council” means the South African Council for the Property Valuers Profession (SACPVP), established by section 2 of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000);
- (iii) “the department” means the Department of Public Works;
- (iv) “the Minister” means the Minister of the Department of Public Works;
- (v) “nominating bodies” means as described in rule 5.3;
- (vi) “recommendation panel” means a panel appointed by the Council as described in rule 8 hereof to evaluate the nominations and make recommendations for consideration by the Council and appointment by the Minister;
- (vii) “registered person” means persons registered with the Council under section 19; and
- (viii) “the profession” means the property valuers profession.

### Composition of the Council

The composition of the Council is defined in section 3 of the Act, which provides for appointment by the Minister, taking into account, among other things, the principles of transparency and representivity-

- (a) six registered persons, excluding candidates, of whom at least three must actively practise in the property valuers profession-
  - (i) who must be nominated by the voluntary associations and any registered person; and
  - (ii) who must represent the categories of registered persons contemplated in section 19, in the prescribed manner;
- (b) two professionals in the service of the State nominated by any sphere of government, of whom at least one must be nominated by the department; and
- (c) two members of the public nominated through an open process of public participation.

### 3. Calling for nominations

#### 3.1. Invitations

3.1.1. The Council shall call for nominations on a date that shall be at least three (3) months before the date of expiry of the term of office of serving members of the Council.

3.1.2. Registered persons, voluntary associations, nominating bodies (including the State) and the public shall be invited substantially in the form of Annexures A, B, C and D respectively, copies of which will be placed on the SACPVP and the voluntary association's website.

3.1.3. Nominations for members by the public shall be invited in the leading newspaper in each province which nominations shall be submitted to the Council within a period of at least 60 (sixty) days from the date of call for nominations.

3.1.4. The manner for inviting nominations in terms of Section 3 (1)(c) of the Act is described in rule 7.

### 4. Requirements for Nominees as Council Members

The Council shall consist of registered and non- registered persons of the property valuers profession.

#### 4.1. Nominees shall comply with the following requirements-

- (a) have insight into matters concerning property or real estate (valuation), economics, statistics, finance, accounting, human resources, law, education and training, regulatory environment or safety and health of the public;

- (b) make a declaration of being prepared to serve on the Council and any of its committees;
- (c) be a South African citizen and ordinarily resident in the Republic of South Africa;
- (d) be willing to sign and adhere to SACPVP's official Terms of Reference for the Council and Committee Members; and
- (e) for nomination in the category of 3(1)(c), preference will be given to a member of an organised grouping representing the public.

#### 4.2. Disqualification from membership of the Council in terms of Section 6 (1) of the Act-

##### 4.2.1. The following persons shall not be eligible to be appointed as member of the Council:

- (a) a person who is not a South African and ordinarily resident in the Republic;
- (b) an un-rehabilitated Insolvent;
- (c) a person who has been convicted of an offence in the Republic and been sentenced to imprisonment without an option of a fine, or in the case of fraud, to a fine or imprisonment or both. This provision excludes offences associated with political objectives and committed prior to 27 April 1994;
- (d) a person who has been convicted of an offence in a foreign country and been sentenced to imprisonment without an option of a fine, or, in the case of fraud, to a fine or both;
- (e) a person who has been removed from an office of trust as a result of improper conduct; or
- (f) a person who has, in terms of the Act (including any previous Act), been found guilty of improper conduct by a disciplinary tribunal or the Council of the SACPVP.

In terms of Section 6 (3) of the Act, the Minister must for the purpose of subrule (d), take cognisance of the prevailing circumstances in a foreign country relating to a conviction.

##### 4.2.2. Section 5 (2) of the Act determines that a member of the Council may not serve more than two consecutive terms of office.

#### 4.3. Compilation of Reserve List

4.3.1. The Council may compile a Reserve List of nominees who meet the requirements but are not on the list of nominees recommended for appointment.

4.3.2. Nominees shall be notified that they have been included in the Reserve List and that they may be considered for appointment to the Council should a vacancy arise.

4.3.3. When a vacancy arises on the Council during its term of office, the Minister may draw on such Reserve List as a first source of nominees in the filling of vacancy.

## 5. SECTION 3 (1) (a) NOMINEES

### 5.1. Professional Representation in terms of Section 3 (1) (a) of the Act

Six registered persons, excluding candidates, of whom at least three must actively practise in the property valuation profession-

- (i) who must be nominated by the voluntary association and any registered person; and
- (ii) who must represent the categories of registered persons contemplated in section 19, in the prescribed manner.

### 5.2. Representation of the Categories of Registration

At least one person from each category mentioned in Section 19 of the Act and actively practising in the property valuers profession shall be represented.

### 5.3. Nominating Bodies

5.3.1. Nominating Bodies are as set out in section 3 (1) (a) to (c) of the Act.

## 6. Nominations by the State in terms of section 3 (1) (b) of the Act

6.1. Nominations will be invited from Local, Provincial and National Government.

## 7. Public Representation

Section 3 (1) (c) of the Act makes provision for the appointment of two members of the public, nominated through an open process of public participation which may include interviews by the Recommendation Panel.

## 8. Recommendation Panel

8.1. When any nomination for members of a new Council becomes necessary, the Council shall constitute a Recommendation Panel within 30 days of the call for nominations.

8.2. The Recommendation Panel shall be constituted as follows-

- (a) one registered person from each of the categories of registration;
- (b) one registered person with special knowledge of property valuation education;
- (c) one person representing the department;
- (d) any two other persons nominated by the Council, of which one may be the Registrar, to ensure transformational representivity on the panel; and
- (e) one person who has legal knowledge of both the Act and the SA Constitution.

8.3. A maximum of three members of the Recommendation Panel may include outgoing Council members who do not qualify for re-appointment. When doing so, consideration should be had for a quorum of Council when a recommendation of nominees is to be made to the Minister.

8.4. Directive to Recommendation Panel-

(a) the Council shall identify and inform the Recommendation Panel of Council Members that are eligible and available for re-appointment. The Recommendation Panel should ensure continuity.

(b) the Council has the right to ratify or amend, with reasons, the list of nominees recommended by the Recommendation Panel.

(c) persons serving on the Recommendation Panel may not serve on the new Council.

8.5. The Recommendation Panel shall consider the following when making recommendations to the Council-

8.5.1. The requirements for nominees to be appointed from the profession [(Section 3 (1) (a)] from registered persons, [(Section 3 (1) (b)] from the State and [(Section 3 (1) (c)] from the public.

8.5.2. The Recommendation Panel shall take into account transformational and geographic representivity in its recommendation.

8.5.3 The needs of the Council-

(a) should it be necessary, the Council may delegate the recommendation of nominees to the Minister to members of the Council ; and

(b) the Council shall, within 30 days of the expiry of the notice of invitation, make recommendations to the Minister based on recommendations from the Recommendation Panel with the view to meeting, inter alia, the following needs of the new Council-

- (i) persons with a background in standard setting in valuation education and training;
- (ii) persons with experience in the accreditation of valuation educational programmes;
- (iii) persons with experience in preliminary investigations and enquiries related to alleged improper conduct by registered persons.

8.6. The administrative and secretariat assistance required by the Recommendation Panel is to be provided by the Council officials to facilitate the nomination process.

9. Assessment of Nominations

9.1. All nominations received shall be scrutinised by the Registrar firstly to confirm the eligibility of the nominee and compliance with requirements.

9.2. The Recommendation Panel shall evaluate each nominee in terms of the Council's needs and the requirements of the Act and identify all nominees who meet the requirements.

9.3. When evaluating the applications in the category of 3(1)(a), preference shall be given to registered persons with a senior degree in disciplines mentioned in rule 4.1 (a).

9.4. The Recommendation Panel shall submit a report to the Council containing-

- (i) a list of all nominations received;
- (ii) a list of nominees recommended;
- (iii) a reserve list of nominees; and
- (iv) a list of nominees not eligible and reasons thereof.

#### **Short title and commencement**

10. These rules shall be called the Rules for the Procedure of Nomination of SACPVP Council Members, and shall commence on the **09 March 2018**.

**INVITATION TO NOMINATE COUNCIL MEMBERS: ANNEXURE A****INVITATION TO REGISTERED PERSONS****SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION**

**Dear Registered Person**

**INVITATION TO NOMINATE COUNCIL MEMBERS: SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION (SACPVP) IN TERMS OF SECTION 3(1)(a) OF THE PROPERTY VALUERS PROFESSION ACT, 2000 (ACT NO. 47 OF 2000)**

You are cordially invited to nominate one or more registered persons for consideration and possible appointment as member(s) to the South African Council for the Property Valuers Profession in terms of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000). When nominating, consideration should be given to representivity in respect of race, gender, disability and geographical location.

The following should be noted:

1. Nominees must be registered with the South African Council for the Property Valuers Profession, in at least one of the following categories: Professional Valuer; Professional Associated Valuer or a specified category (**registration in the candidate category is expressly excluded in terms of section 3(1)(a) of the Act**).
2. The nominations should be made on the Nomination Form and be signed by the registered person submitting the nomination (find the Nomination Form from [www.sacvp.co.za](http://www.sacvp.co.za)).
3. Nominees appointed to the council may not serve for more than two consecutive terms of office.
4. The council will meet at least twice a year and will be supported by administrative staff. The period of office for the members is four years.
5. The nominations must be accompanied by:
  - 5.1 An Acceptance Form duly completed and signed by the nominee;
  - 5.2 A brief Curriculum Vitae in the attached format; and
  - 5.3 A declaration by the nominee stating that he/she is not disqualified in terms of section 6(1) of the Act and has not served on the council for two consecutive terms.
6. Successful nominees will be appointed in their own right and will not represent any constituency in particular.

7. Since the potential number of nominations is likely to exceed the number of vacancies on council by a significant margin, serious consideration will be given to the nominees' expertise, background and ability.
8. All nominees must be South African citizens and be ordinarily resident in the RSA.
9. All nominations, duly completed and signed, must be submitted to the SACPVP at the address provided in this correspondence, by no later than the 9 May 2018. Incomplete nominations and nominations received after this date will not be considered.
10. SACPVP will establish a "Recommendation Panel" (in terms of rule 8.1 of the Rules for the Nomination of SACPVP Council members) which will be responsible for recommending to council the names of the nominees considered most suitable for appointment by the Minister. No member of the Recommendation Panel will be eligible for appointment to the council.
11. The Minister retains the discretion to appoint any person who may have been nominated but not recommended. Therefore, all names of all the nominees will be presented to the Minister.

***A non-citizen, unrehabilitated insolvent, person convicted of serious offences (excluding political offences), person found guilty of improper conduct and a person removed from an office of trust does not qualify to serve as a member of council.***

Yours faithfully

**THE REGISTRAR  
SACPVP**

**South African Council for the Property Valuers Profession**

Attention : THE REGISTRAR  
By hand : 77 Kariba Street, Lynnwood Glen, PRETORIA, 0081  
By post : P.O. Box 114, MENLYN, 0063  
Telephone : (012) 3488643; Fax: (012) 348 7528  
Website : [www.sacpvp.co.za](http://www.sacpvp.co.za)



**INVITATION TO NOMINATE COUNCIL MEMBERS: ANNEXURE B****INVITATION TO VOLUNTARY ASSOCIATIONS****SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION****INVITATION TO NOMINATE COUNCIL MEMBERS: SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION (SACPVP) IN TERMS OF SECTION 3(1)(a) OF THE PROPERTY VALUERS PROFESSION ACT, 2000 (ACT NO. 47 OF 2000)**

You are cordially invited to nominate one or more persons for consideration and possible appointment as member(s) of the South African Council for the Property Valuers Profession in terms of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000). When nominating, consideration should be given to representivity in respect of race, gender, disability and geographical location.

The following should be noted:

1. **Voluntary Associations** may nominate a maximum of four (4) persons.  
Each nomination must be submitted on a separate Nomination Form (find the Nomination Form from [www.sacpvp.co.za](http://www.sacpvp.co.za)).
2. Nominees must be registered with the South African Council for the Property Valuers Profession, in at least one of the following categories: Professional Valuer; Professional Associated Valuer or a specified category or a specified category (**registration in the candidate category is expressly excluded in terms of section 3(1)(a) of the Act**).
3. The nominations must be made on the Nomination Form and be signed by a duly authorised representative, typically the President or Chief Executive.
4. Nominees appointed to the council may not serve for more than two consecutive terms of office.
5. The council will meet at least twice a year and will be supported by administrative staff. The period of office for the members is four years.
6. The nominations must be accompanied by:
  - 6.1 An Acceptance Form duly completed and signed by the nominee;
  - 6.2 A brief Curriculum Vitae in the attached format; and
  - 6.3 A declaration by the nominee stating that he/she is not disqualified in terms of section 6(1) of the Act and has not served on the council for two consecutive terms.
7. Successful nominees will be appointed in their own right and will not represent his/her Voluntary Association.

8. Since the number of Voluntary Associations far exceed the number of vacancies on council, serious consideration will be given to the nominees' expertise, background and ability to represent more than one sector of interest contemplated in section 3 of the Act.
9. All nominees must be South African citizens and be ordinarily resident in the RSA.
10. All nominations, duly completed and signed, must be submitted to the Council at the address provided in this correspondence, by no later than the 9 May 2018. Incomplete nominations and nominations received after this date will not be considered.
11. SACPVP will establish a "Recommendation Panel" (in terms of rule 8.1 of the Rules for the Nomination of SACPVP Council members) which will be responsible for recommending to Council the names of the nominees considered most suitable for appointment by the Minister. No member of the Recommendation Panel will be eligible for appointment to the council.
12. The Minister retains the discretion to appoint any person who may have been nominated but not recommended. Therefore, all names of all the nominees will be presented to the Minister.

***A non-citizen, unrehabilitated insolvent, person convicted of serious offences (excluding political offences), person found guilty of improper conduct and a person removed from an office of trust does not qualify to serve as a member of council.***

Yours faithfully

**THE REGISTRAR  
SACPVP**

**South African Council for the Property Valuers Profession**

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## INVITATION TO NOMINATE COUNCIL MEMBERS: ANNEXURE C

### INVITATION TO NOMINATING BODIES

#### SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION

#### INVITATION TO NOMINATE COUNCIL MEMBERS: SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION (SACPVP) IN TERMS OF SECTION 3(1)(a) and 3(1)(b) OF THE PROPERTY VALUERS PROFESSION ACT, 2000 (ACT NO. 47 OF 2000)

You are cordially invited to nominate one or more persons for consideration and possible appointment as member(s) of the South African Council for the Property Valuers Profession in terms of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000). When nominating, consideration should be given to representivity in respect of race, gender, disability and geographical location.

The following should be noted:

1. **Nominating Bodies** may nominate a maximum of four (4) persons.  
Each nomination must be submitted on a separate Nomination Form (find the Nomination Form from [www.sacpvp.co.za](http://www.sacpvp.co.za)).
2. Nominees must be registered with the South African Council for the Property Valuers Profession, in at least one of the following categories: Professional Valuer; Professional Associated Valuer or a specified category or a specified category (**registration in the category of candidate is expressly excluded in terms of section 3(1)(a) of the Act**).
3. The nominations must be made on the Nomination Form and be signed by a duly authorised representative, typically the Chief Executive or authorised person.
4. Nominees appointed to the council may not serve for more than two consecutive terms of office.
5. The council will meet at least twice a year and will be supported by administrative staff. The period of office for the members is four years.
6. The nominations must be accompanied by:
  - 6.1 An Acceptance Form duly completed and signed by the nominee;
  - 6.2 A brief Curriculum Vitae in the attached format; and
  - 6.3 A declaration by the nominee stating that he/she is not disqualified in terms of section 6(1) of the Act has not served on the council for two consecutive terms.

7. Successful nominees will be appointed in their own right and will not represent their nominating body.
8. Since the number of Nominating Bodies far exceed the number of vacancies on council, serious consideration will be given to the nominees' expertise, background and ability to represent more than one sector of interest contemplated in section 3 of the Act.
9. All nominees must be South African citizens and be ordinarily resident in the RSA.
10. All nominations, duly completed and signed, must be submitted to the council at the address provided in this correspondence, by no later than the 9 May 2018. Incomplete nominations and nominations received after this date will not be considered.
11. SACPVP will establish a "Recommendation Panel" (in terms of rule 8.1 of the Rules for the Nomination of SACPVP Council members) which will be responsible for recommending to council the names of the nominees considered most suitable for appointment by the Minister. No member of the Recommendation Panel will be eligible for appointment to the council.
12. The Minister retains the discretion to appoint any person who may have been nominated but not recommended. Therefore, all names of all the nominees will be presented to the Minister.

***A non-citizen, unrehabilitated insolvent, person convicted of serious offences (excluding political offences), person found guilty of improper conduct and a person removed from an office of trust does not qualify to serve as a member of council.***

Yours faithfully

**THE REGISTRAR  
SACPVP**

**South African Council for the Property Valuers Profession**

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**INVITATION TO NOMINATE COUNCIL MEMBERS: ANNEXURE D**  
**INVITATION TO THE PUBLIC TO BE PUBLISHED IN THE NEWSPAPERS**

**SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION**

**Invitation to the Members of the Public**

**Dear Sir/Madam**

**INVITATION TO NOMINATE COUNCIL MEMBERS: SOUTH AFRICAN COUNCIL FOR THE PROPERTY VALUERS PROFESSION (SACPVP) IN TERMS OF SECTION 3(1)(c) OF THE PROPERTY VALUERS PROFESSION ACT, 2000 (ACT NO. 47 OF 2000)**

Call for Nominations for members of the public to be appointed as members of the South African Council for the Property Valuers Profession.

in terms of the Property Valuers Profession Act, 2000 (Act No. 47 of 2000), nominations are invited from members of the general public to serve on the SACPVP Council:

- Number of vacancies: **2 vacancies.**

**Background**

In December 2000, the President assented to legislation providing for the establishment of the South African Council for the Property Valuers Profession (the council). The council replaced the previous statutory council and board for the profession. The council registers professionals and candidates, accredits educational programmes, upholds professional conduct, identifies the functions of the profession, recommends professional fees and promotes regional, international recognition of the profession and protects the public against improper conduct by registered persons.

The council will meet at least twice a year and will be supported by administrative staff.

The term of office for the members is four years.

Each nomination must be in writing and must contain the following information in the detail required by the council. (*Please refer to the council directly for further information.*)

1. The name and address of the nominating person or organization;
2. The name, address and identity number of the nominee;
3. An Acceptance Form duly completed and signed by the nominee;
4. Motivation for the appointment of the nominee to the Council (not exceeding one page);
5. A short Curriculum Vitae of the nominee (not exceeding two pages); and
6. A declaration by the nominee stating that he/she is not disqualified in terms of section 6(1) of the Act and has not served on the Council for two consecutive terms.

All nominations, duly completed and signed, must be submitted to the Council at the address provided in this correspondence, by no later than the 9 May 2018. Incomplete nominations and nominations received after this date will not be considered.

***A non-citizen, unrehabilitated insolvent, person convicted of serious offences (excluding political offences), person found guilty of improper conduct and a person removed from an office of trust does not qualify to serve as a member of council.***

Yours faithfully

**THE REGISTRAR  
SACPVP**

**South African Council for the Property Valuers Profession**

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