

## **CHAPTER 207 - VALUATION SURVEYORS ACT: SUBSIDIARY LEGISLATION**

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Valuation Surveyors Rules

#### **VALUATION SURVEYORS RULES**

[Section 8]

[Re-denominate the currency as stipulated under S 4 of Re-denomination Act, 8 of 2012, read with Bank of Zambia Act, 43 of 1996.]

#### **Arrangement of Rules**

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FIRST SCHEDULE

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[RULES made by the Board, with the approval of the Minister]

Act 13 of 1994,

SI 112 of 1979.

## 1. Title

These Rules may be cited as the Valuation Surveyors Rules.

## 2. Interpretation

In these Rules, unless the context otherwise requires—

“**accused**” means a surveyor against whom a complaint is made or whose conduct may appear to the Board to require or is under investigation;

“**arrangement**” means written agreement between a surveyor and his client;

“**meeting**” means a meeting of the Board;

“**scale**” means scale of fees;

“**Secretary**” means secretary to the Board;

“**selling**” includes selling by auction, private treaty, tender or otherwise;

“**surveyor**” means a registered valuation surveyor;

“**Treasurer**” means treasurer to the Board.

## 3. Correspondence



(1)

All correspondence to the Board shall be addressed to the Secretary at P.O. Box 50027, Lusaka, or at any other postal address of the Board, as may from time to time be notified in that respect by the Board.

#### **4. Application for registration**

All applications for registration shall be made in the form set out in the First Schedule, obtainable from the Secretary, and shall be accompanied by a fee for registration.

#### **5. Fee for registration**

(1) The fee for registration shall be fifty fee units.

(2) On the refusal of any application for registration, the fee for registration thereof shall be returned to the applicant at the time of his notification by the Board of the Board's decision thereon.

[Am by Act 13 of 1994.]

#### **6. Annual subscription**

There shall be paid to the Board by every surveyor on or before the 1st July in each year, such an annual subscription as the Board may from time to time determine.

#### **7. Change of address**

Every surveyor shall notify the Secretary immediately of his change of address.

#### **8. Office of Board and meetings**

(1) The office of the Board and meetings shall be at such places as the Board may from time to time determine.

(2) The Board shall meet as often as may be necessary but in any case not less than twice in every calendar year.

#### **9. Notice of meetings**

(1) The Secretary shall give to all members not less than seven days' notice of any meeting.

(2) Such notice shall indicate the time and place of the said meeting.

#### **10. Minutes of meetings**



The Board shall keep minutes of meetings and the Chairman shall confirm and sign, after any correction if necessary, the minutes of the previous meeting.

### **11. Delegation of powers**

The Board may delegate any of its powers to committees consisting of such member or members as it thinks fit.

### **12. Co-option**

The Board may co-opt not more than two persons to act temporarily, one as Secretary and the other as Treasurer.

### **13. Board's finances**

(1) The Board shall be responsible for its financial affairs.

(2) All money accrued to or received by the Board shall be paid into an account at such bank as the Board shall direct; and no sum shall be paid out of the said account except by the direction of the Board.

### **14. Accounts**

The Board shall cause true accounts to be kept of all—

(a) money received and expended by the Board and the purposes for which such money are received and expended;

(b) assets and liabilities of the Board.

### **15. Expenditure**

The Board may pay out of its funds such money as are necessary for the work of the Board or of any committee appointed by the Board.

### **16. Auditors**

The Board shall appoint an auditor at a fee to be fixed by the Board.

### **17. Annual report, balance sheet and accounts**



Not later than the 31st December in each year, the Board shall deliver to every surveyor a copy of an annual report and of the balance sheet and accounts up to the 30th June of that year, covering the previous twelve months, together with a copy of the auditor's report thereon.

### **18. Appointment of officers of Board**

The Board may appoint a Secretary, Treasurer, and other officers of the Board on such terms and conditions as it may deem fit.

### **19. Scale**

A surveyor shall be entitled to charge the fees at a scale laid down in the Second Schedule:

Provided that the provisions of this rule shall not apply to a surveyor who is in the service of the Government.

### **20. Rules of professional conduct and disciplinary proceedings**

A surveyor shall comply with the rules of professional conduct set out in Part I of the Third Schedule; and in any case of any alleged breach thereof, the Board shall institute disciplinary proceedings in accordance with the rules set out in Part II of the said Schedule.

## **FIRST SCHEDULE**

[Rule 4]

### **FORM OF APPLICATION FOR REGISTRATION**

*(To be completed by a person applying for registration)*

### **PARTICULARS**



(1)

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Surname.....



(1)

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(block capitals)

First name.....

Date of birth..... sex .....

Address .....

Telephone number .....

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TRAINING

School, Technical College or University attended (give dates):

.....  
.....  
.....  
.....

Nature of course of study:

.....  
.....

Professional examinations passed (give dates):

.....  
.....  
.....  
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(Documentary evidence or certified copies thereof must be submitted with this application)

Membership of professional organisations (give grade of membership):

.....  
.....  
.....



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## PRACTICAL EXPERIENCE

Present employment:

Name of employer.....  
.....

Position held..... Date of appointment .....

Nature of work undertaken.....  
.....

*Previous employment* (whole career to date):

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Name of employers (give dates)

Positions held

Nature of work undertaken

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