

36.3.0 CONSTRUCTION MANAGEMENT II

36.3.1 Introduction

This module unit involves the study of management techniques in the Building industry. It is designed to provide the trainee with essential knowledge, skills and attitude in management.

Before going through this module unit, the trainee should have covered General Building Technology in Module I.

36.3.2 General Objectives

By the end of the module unit, the trainee should be able to:

- appreciate the importance of management in the construction industry
- apply management techniques in the supervision of construction work
- understand the role of the building team
- understand the legal requirement involved in the building process
- understand the procurement procedures

36.3.3 Module Unit Summary and Time Allocation – (55 Hours)

Code	Sub Module Units	Content	Total Hours
36.3.01	Project Management	<ul style="list-style-type: none">Management CycleWork StudyContract PlanningMaterial Procurement	17
36.3.02	Law	<ul style="list-style-type: none">Structure and JurisdictionSourcesLaw of TortImplication of TrespassingTypes of NuisanceForms of DefamationVicarious LiabilityLand OwnershipMortgages and ChargeArbitration	18
36.3.03	Human Resource Management	<ul style="list-style-type: none">Personnel Management ConceptLabour Relations	10
36.3.04	Financial	<ul style="list-style-type: none">Accounting Concepts	10

	Accounting	<ul style="list-style-type: none">• Books of Accounts• Final Accounts	Total	55
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36.3.01 PROJECT MANAGEMENT

Theory

36.3.01T0 *Specific Objectives*
By the end of the sub-module unit, the trainee should be able to:

- a) explain the project management cycle
- b) understand the concepts of work study
- c) explain the stages of contract planning and programming
- d) outline the procedure of procuring materials

36.3.01C *Competence*
The trainee should have the ability to:

- i) apply project management processes in a given project
- ii) develop construction programmes
- iii) prepare calculation sheets
- iv) efficiently procure materials

Content

- 36.3.01T1 Project phases
- initiating
 - planning
 - executing
 - controlling
 - closing

- 36.3.01T1 Work study
- meaning
 - method study
 - work measurement
 - material handling
 - site layout

- 36.3.01T2 Contract planning
- planning stages
 - o pre-tender
 - o pre-contract
 - o contract
 - programme calculation sheets
 - o based on BQ
 - o Based on actual measurement
 - o Programming methods
 - o Bar charts
 - o Critical path network
 - o PERT

- 36.3.01T3 Material procurement
- materials computation
 - ordering
 - supplying
 - documentation
 - storage
 - control and security

Practice

36.3.01P0 *Specific Objectives*
By the end of the sub-module unit, the trainee should be able to:

- a) develop a construction programme cycle
- b) prepare calculation sheets
- c) efficiently

Content

- 36.3.01P1 Contact planning
- 36.3.01P2 Materials
- 36.3.01P3 Procurement

36.3.02 LAW

Theory

36.3.02T0

Specific Objectives
By the end of the sub-module unit, the trainee should be able to:

- a) outline the structure and jurisdiction of law courts in Kenya
- b) identify the sources of law
- c) outline the law of tort
- d) explain the various implications
- e) distinguish types of nuisance
- f) explain forms of defamation
- g) interpret vicarious liability
- h) outline the law governing land ownership in Kenya
- i) outline the types of mortgages and charge

- j) describe arbitration procedure

36.3.02C

Competence

The trainee should have the ability to:

- i) interpret the law of tort
- ii) understand the structure of law courts in Kenya
- iii) distinguish types of mortgages and charges
- iv) appreciate the land laws

Content

36.3.02T1 Structure and jurisdiction of law

- introduction to law
- classification of law courts in Kenya

36.3.02T2

Sources of law

- constitution
- statutes
- judge made law
- books
- customary law
- Islamic law
- International treaties

36.3.02T3

Law of tort

- definition
- nature
- general defences to an action in tort
- trespass to land and goods
- plaintiff
- remedies
- conversion

36.3.02T4	<ul style="list-style-type: none"> - defiant Negligence <ul style="list-style-type: none"> - definition and characteristics - honours of the plaintiff - duty of care - standard of care - defence - contributory negligence 	Practice 36.3.02P0	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to: <ol style="list-style-type: none"> develop a construction programme cycle prepare calculation sheets efficiently procure construction materials
36.3.02T5	Nuisance <ul style="list-style-type: none"> - public - private 		
36.3.02T6	Defamation <ul style="list-style-type: none"> - libel - slander 		
36.3.02T7	Vicarious liability <ul style="list-style-type: none"> - servant - independent contractor 	36.3.02P1 36.3.02P2 36.3.02P3 36.3.02P4	<i>Content</i> Law of tort Law Courts of Kenya Mortgages and charges Land laws
36.3.02T8	Land law <ul style="list-style-type: none"> - ownership of land - nature of property of land - nature of property - definition of land - leasehold - periodic tenancies - determination of lease 	36.3.03	HUMAN RESOURCE MANAGEMENT Theory
36.3.02T9	Mortgages and charge <ul style="list-style-type: none"> - definitions - types of mortgages - equitable mortgage 	36.3.03T0	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to: <ol style="list-style-type: none"> explain personnel management concept understand labour relations
36.3.02T10	Arbitration <ul style="list-style-type: none"> - terms - procedures of arbitration 	36.3.03C	Competence The trainee should have the ability to: <ol style="list-style-type: none"> select qualified personnel

- ii) demonstrate leadership
- iii) handle labour issues effectively

36.3.03P1 *Content*
 Personnel
 36.3.03P2 Labour relations

36.3.03T1 *Content*
 Personnel

- recruitment
- training
- staff appraisal
- discipline and termination procedure
- remuneration
- human relations
- leadership
- industrial relationship

36.3.04 **FINANCIAL ACCOUNTING Theory**

36.3.04T0 *Specific Objectives*
 By the end of the sub-module unit, the trainee should be able to:

- a) explain various accounting concepts
- b) understand the purpose of various books of accounts
- c) compute final accounts

36.3.03T2 Labour relations

- Trade unions
- Industrial training
- Regulations governing employment in construction industry
- Factory Act

36.3.04C *Competence*
 The trainee should have the ability to:

- i) keep proper accounting records
- ii) prepare financial accounts

Practice

36.3.03P0 *Specific Objectives*
 By the end of the sub-module unit, the trainee should be able to:

- a) select suitable personnel for a given task
- b) demonstrate leadership
- c) handle labour issues effectively

36.3.04T1 *Content*
 Accounting concepts

- accounting records
- annual accounts
- double entry concepts

36.3.04T2 Books of accounts

- ledger
- sales day book
- purchase day book
- return day book
- journal

36.3.04T3 Final accounts

- trade, profit and loss account

- balance sheet

Practice

36.3.04P0

Specific Objectives

By the end of the sub-module unit, the trainee should be able to:

- a) Keep proper accounting records
- b) Prepare financial accounts

Content

36.3.04P1 Books of accounts

36.3.04P1 Final accounts

Suggested Teaching/Learning Methods

- Lecture
- Exercises
- Demonstration

Suggested Teaching/Learning Resources

- Textbook
- Accounting software
- Sample of standard accounting templates

Suggested Assessment Methods

- Assignments
- Written exam

Tools and Equipment

- Computer
- Scientific calculator

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