



SOUTH AFRICAN COUNCIL FOR THE LANDSCAPE ARCHITECTURAL PROFESSION

P.O. BOX 868 Ferndale 2160
[www:saclap.org.za](http://www.saclap.org.za)

registrar@saclap.org.za

INVITATION TO REGISTERED PERSONS (by email)

3 February 2017

Dear Registered Person

INVITATION TO NOMINATE: SACLAP COUNCIL MEMBERS – 31 August 2017 – 30 AUGUST 2021

As a SACLAP registered professional, 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 Landscape Architectural Profession (SACLAP) in terms of the Landscape Architectural Profession Act, (Act No. 45 of 2000) hereafter referred to as the Act, and as per the Rules for the Procedure for Nomination of Council Members (Government Gazette, 9 December 2016). Consideration should be given to aspect such as race, gender, disability and geographical location when nominating an individual.

The following should be noted:

1. Nominees must be with the South African Council for the Landscape Architectural Profession, in a professional category of registration – a list is available on the SACLAP website ([www:saclap.org.za](http://www.saclap.org.za)), under the tab Registered Persons.

Registration in the candidate category is expressly excluded in terms of section 3(1)(a) of the Act.

2. The nomination should appear on the Nomination Form provided and be signed by the registered person submitting such.
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 nomination must be accompanied by:
 - 5.1 An Acceptance and Declaration Form duly completed and signed by the nominator and the nominee; and
 - 5.2 A brief Curriculum Vitae in the attached format.
NOTE: templates for the above documents can be found on the SACLAP website on the download page.
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, consideration will be given to the nominee's' expertise, background and ability to make a contribution.
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 Council (**Attention: Registrar**) at the address provided in this correspondence, by no later than **3 April 2017**. Incomplete nominations and nominations received after this date will not be considered.

10. SACLAP will establish a "Recommendation Panel" (in terms of Section 13 in the Rules of the Procedure for the Nomination of Council Members (gazetted 9 December 2016) 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 the names of all the nominees will be presented to the Minister.
12. Appointments may be on a non-remunerative basis. Only reasonable travel and subsistence expenses will be paid to members (as per the SACLAP Remuneration Policy for the Council, February 2016).

Yours sincerely

A handwritten signature in black ink, appearing to read 'BVollmer', followed by a period.

Bernadette Vollmer
Registrar of SACLAP