

## 9. Immovable Asset Condition Assessment Guideline



public works

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Department:  
Public Works  
**REPUBLIC OF SOUTH AFRICA**

# Immovable Asset Condition Assessment Guideline

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## 1. Background:

- ✦ The Government Immovable Asset Management Act, 2007 (GIAMA) requires Custodians to conduct condition assessment of all their immovable assets periodically.
- ✦ Pursuant to this requirement, the Department lead the development of an *Immovable Asset Condition Assessment Guideline in respect of General Buildings for National and Provincial Custodians*.

## 2. Purpose:

- ✦ The purpose of this Guideline is to be a first point of reference and to provide Custodians with a framework to conduct assessments of the physical state and functionality of immovable assets under their control and their impact on User Departments' service delivery ability.

# Immovable Asset Condition Assessment Guideline cont.

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## 3. Current status:

- The Guideline (with a standard template to record findings) was developed by a task team comprising property managers and built environment professionals from the National and Provincial Public Works Departments.
- As the Guideline will be applicable to both National and Provincial Custodians, it will in due course be submitted to the Public Works MinMEC for endorsement, prior to final approval by the Minister of Public Works (in terms of the provisions of GIAMA).

# Immovable Asset Condition Assessment Guideline cont.

- 1 In applying the condition assessment guideline, custodians will follow the under mentioned process:
  - The custodian shall determine and specify the information to be included in the condition assessment. Various factors may influence the details of the information such as: the size of the portfolio, nature of the building and its associated service, occupational health and safety risk, etc.
  - The Immovable Asset Condition Assessment template stipulates the minimum information required when undertaking the condition assessment for general buildings.



# Immovable Asset Condition Assessment Guideline cont.

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The Condition Assessment Process involves the following stages:

1. **Initiation:** Custodian identifies and conceptualisation the type of condition assessment required and develops ToR for engagement of Service Provider (SP) where there is no internal capacity to undertake the condition assessment.
2. **Planning:** Identify in house competency & external resources required; set performance measurements standards, and details of the assessment.
3. **Implementation:** Appraisal of the physical condition of the building(s) is undertaken. The process involves conducting condition assessment in line with time frames; recording, reviewing, and updating of condition assessment data.
4. **Monitoring and Controlling:** Progress is measured against predetermined standards and the set timelines.

## Immovable Asset Condition Assessment Guideline cont.

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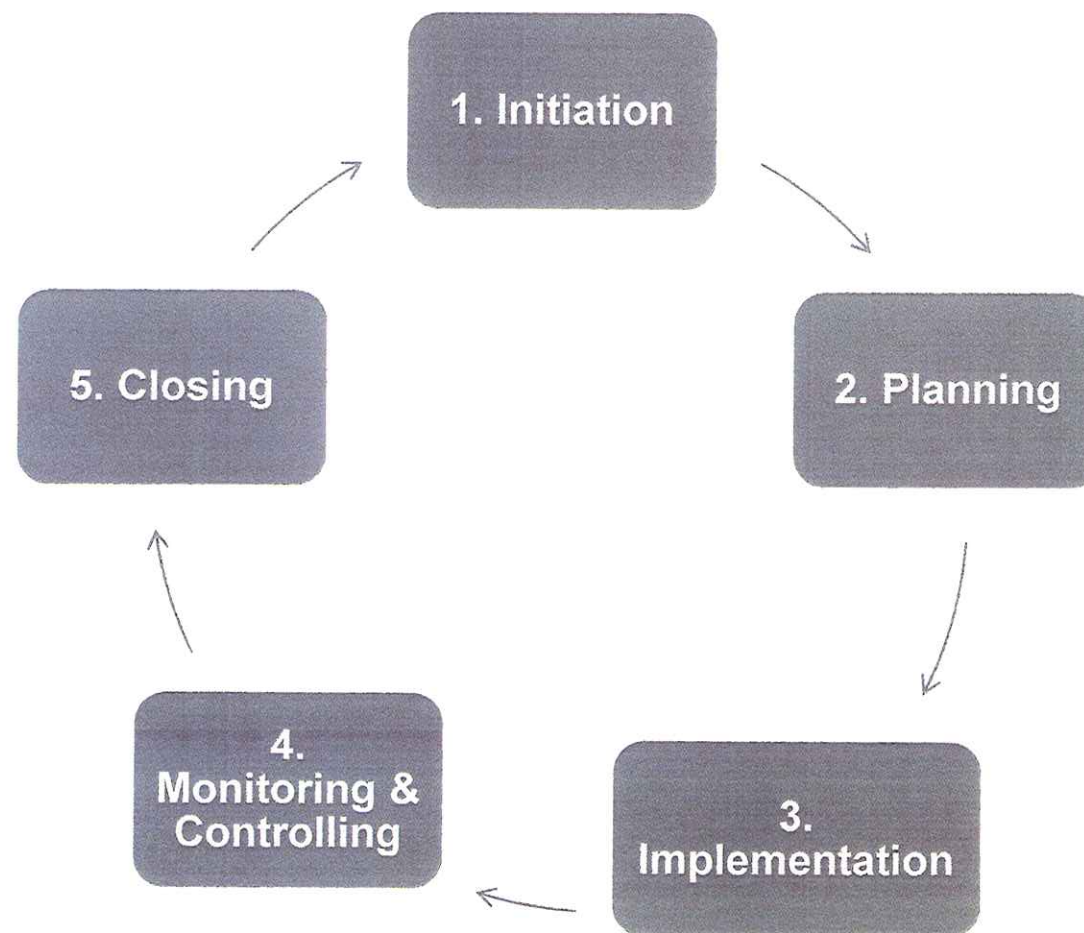
5. **Closing:** A condition assessment report that will assist in prioritisation and development of a condition-based maintenance programme is produced.

The results of a condition assessment exercise should be presented in a report which enables:

- Rating of the buildings in accordance with the desired standards;
- The development of an itemized maintenance schedule;
- cost estimate for remedial work;
- report on longer maintenance needs;
- condition of buildings relative to desired condition necessary for service delivery;
- future budget requirements;
- future maintenance plans; and
- budget allocation for future maintenance.

# Immovable Asset Condition Assessment Guideline cont.

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# Thank you