Association of Professional Heritage Practitioners

Minutes of the 19th Annual General Meeting of the Association of Professional Heritage Practitioners held via Zoom Conference on Thursday, 25th May 2022 at 17h30

1. Welcome

Chairperson Gavin McLachlan welcomed everyone.

2. Attendees

Gavin McLachlan, Richard Hill, Elwyn Harlech-Jones, William Martinson, Grace Martinson, Jonathan Stone, David Gibbs, Adolfo Linares, Mike Scurr, Andrew Hall, Jenna Lavin, Andrew Vercueil, Steve Stead, Bruce Eitzen, Claire Abrahamse, Stefan de Kock, Lita Webley, Trevor Thorold, Prof Walter Peters, Antonia Malan, Cindy Postlethwayt, Shilo Hope, Andre Aggenbach, Louise van Riet, Neil Schwartz, Steven Boers, Leroy Arendse, Bridget O'Donoghue, Aba-Denise Boers, Emmylou Bailey, Katie Smuts.

Proxies

No proxies.

Apologies

Bryan Wintermeyer, Margot van Heerden.

3. Approval of the Minutes of the 2021 AGM

- Adoption proposed by Cindy Postlethwayte and seconded by Jenna Lavin.
- The Minutes were approved.

4. Chairperson's Annual Report

- This meeting includes the important presentation on professionalisation so members were asked to please read the Chairperson's report in their own time and a brief verbal summary will be presented.
- The Executive Committee's (ExCo) main challenge this year has been getting to grips with professionalisation and the complexities of registering the Professional Heritage Practitioner designation with the South African Qualifications Authority (SAQA).
- The ExCo contracted Dr Richard Hill to drive the professionalisation process as he is uniquely positioned to help us as he has been involved in the same process with the Environmental Assessment profession.
- Thanks to all my ExCo colleagues, including Wendy Wilson for the time, effort and work done. Thank you to Muneera Kariem who stood down as the APHP Administrative Officer at the end of April 2022, we wish her well.
- The ExCo worked based on portfolios, which made the meetings more focused. The most significant portfolio this year was the Professionalisation portfolio headed by Elwyn Harlech-Jones and what was critical was getting Richard Hill on board to help us in this process.
- A turning point in this process was a Zoom meeting with the Association of Southern African Professional Archaeologists (ASAPA). We were considering the option of going directly to the South African Qualifications Authority (SAQA) for professional body recognition and to register the designation Professional Heritage Practitioner (PHP), but from seeing the strain this process placed on ASAPA we came to the opinion that the indirect route through the Environmental Assessment Practitioners Association of South Africa (EAPASA) should be followed. Richard Hill will elaborate.
- To get government bodies to grant us a professional designation, we must be seen as democratic and inclusive, therefore we have written to and engaged many interested parties and communicated with those outside and critical of APHP. We have evidence that we have made

every effort to communicate with people and give them opportunities for input. Richard Hill will give a presentation and there will be time then to discuss, raise issues and ask questions.

- The related issue of transformation has been tackled by Emmylou Bailey, Jenna Lavin and Claire Abrahamse. APHP has prepared Core Competencies and produced draft documents for Minimum Standards for Social Heritage Impact Assessment and a draft policy on Transformation. It is essential we have and are seen to have had these discussions and policies in place, particularly as we are seeking professionalisation. Emmylou also produced a draft document on Cultural Landscapes.
- Thank you to the Accreditation Committee for generously giving your time and expertise. In our dealings with SAQA they have requested APHP not to use the term 'accreditation' of members. The reason is that SAQA uses the term accreditation in a specific way to represent the evaluation and accreditation of degree programs at universities for professional training, and SAQA does not want the word accreditation to be used in any other way. The Accreditation Committee has therefore been renamed the Membership Committee and will continue working under this name. Being a professional member of the APHP continues to carry weight in the marketplace and is therefore worthwhile for members.
- Emmylou Bailey led the Events Portfolio and held one event on renewable energy and heritage, with 3 presentations, chaired by Elwyn Harlech-Jones. Emmylou endeavoured to organise an event for Candidate members with no response.
- We have engaged with heritage authorities, for example, SAHRA, HWC, ECPHRA, CoCT. Claire Abrahamse has submitted a report which is included in the Chairman's report.
- A meeting with SAHRA led by Jenna Lavin was successful, details can be discussed at the end if you have any questions.
- Going through the professionalisation process has cost implications, and William Martinson will present the Annual Financial Statements later in the meeting, thank you William.

- Finally, it is noted that with the resignation of Wendy Wilson, Emmylou Bailey, Claire Abrahamse and Jenna Lavin, there are 3 nominations to fill these posts. We will proceed with 6 members on the ExCo and endeavour to co-opt a seventh member.
- In conclusion, particular thanks to Emmylou, Claire and Jenna for their hard work serving on the committee, which collectively represent 20 years of contributions - their expertise, insight and institutional memory will be missed. We wish you all well.

5. Professionalisation presented by Richard Hill

- Richard (RH) welcomed all to the presentation regarding professionalisation (see Annexure 4).
- Two options were presented for professionalisation: 1) via the Environmental Assessment Practitioners Association of South Africa (EAPASA) to SAQA or 2) directly to SAQA.
- ExCo have moved towards recommending the EAPASA route and that is to be tabled for a vote by members. Three documents, Annexures 1, 2 and 3 were circulated on the 4th May 2022 which will be tabled for adoption during the course of the meeting.
- At the APHP conference in 2015 two notions were agreed:
    1. Heritage Assessment Practitioners are a kind of Environment Assessment Practitioner (EAP), and
    2. APHP ExCo would pursue professionalisation under the proposed future Council for Environmental Professionals and engage with EAPASA on the way forward.
- On the 30th November 2021, ExCo and RH attended a SAQA workshop for prospective professional bodies to learn more about what the independent route would entail.
- In terms of the history of the evolution of the professionalisation of Environmental Assessment Practitioners, RH was a member of the working group for the national Environmental Impact Assessment and Management Strategy (EIAMS) which was developed over a 5-year period from 2010 to 2014, and was final editor of the strategy. From 2012 onwards, RH was also a Board member for EAPASA and therefore in a good position to provide integration between the EIAMS and EAPASA.

- The EIAMS proposed a Council for Environmental Professionals as an umbrella body under which there would be a range of associations, EAPASA (only one currently existing), Public Participation Practitioners, Social Impact Practitioners and Heritage Practitioners (see figure in presentation in Annexure 4). There is no indication that the Council for Environmental Professionals is imminent. To set up the Council, the Department of Forestry, Fisheries and the Environment (DFFE) (previously Environmental Affairs) would need to table a statute for adoption by Parliament to set up the Council for Environmental Professionals, which is unlikely in the short to medium term.
- When asked at a conference in 2021 about EAPASA's 5-year appointment which runs until 8th February 2023, a senior DFFE official said the DFFE is doing an analysis for the Minister to decide whether they should reappoint EAPASA for another 5 year period or find another vehicle.
- The APHP ExCo and RH have engaged with EAPASA. In October 2021 at EAPASA's strategic planning workshop, an APHP presentation was given to the workshop by Associate Prof. Jan-Albert Wessels from UNISA – thanks are due to Jan-Albert. It was noted at the meeting that in order to strengthen their application for reappointment by the Minister of Forestry, Fisheries and the Environment, EAPASA were preparing an application to SAQA to register designations for other categories of environmental professions.
- Dr Ilse Aucamp is working on the Core Competencies and other requirements for the designation 'Social Impact Practitioner', and Prof. Jan-Albert Wessels from UNISA is working on the documentation required for the designation of 'Environmental Authorisation Follow-up Practitioners'.
- In order to get the designation of Professional Heritage Practitioner registered with SAQA there are two routes: 1) EAPASA route or 2) APHP route direct. The first route would require the SAQA recognition of EAPASA to be modified because at present they only have one designation, which is Environment Assessment Practitioner (EAP). EAPASA has indicated a willingness to submit an application to SAQA for the registration of the designation PHP. If this were successful (the SAQA process typically takes 4 to 6 months), APHP would hand over registration of Professional

Heritage Practitioners (PHPs) to the EAPASA Board. ExCo has discussed the future of APHP if this were to take place and suggest that APHP could become a heritage voluntary association.

- The following points were noted in a summary of decision factors showing the pros and cons of the EAPASA route. The EAPASA route is less onerous in terms of human and financial resources, for example, no need for an office, staff, Registrar, registration administrators, finance managers, nor the legal costs to register as a Non-Profit Organisation (NPO) with the Department of Social Development (DSD). EAPASA has an office in Centurion with a full complement of staff (no duplication), are registered with the DSD, have an NPO number, and must submit an annual report to the DSD on their activities during each year. The disadvantage of the EAPASA route is that there is less control over the future of the heritage profession as APHP is handing over to another registration authority. ExCo and RH have a mitigating measure they will propose to reduce this drawback of the EAPASA route. If APHP goes with EAPASA and the application that EAPASA submits to SAQA for the designation PHP fails, APHP can still go the independent route, directly to SAQA. Why might it fail? EAPASA was recognised by SAQA as a statutory professional body, in that it was established under the National Environmental Management Act (NEMA) (the environmental profession does not have a dedicated Act of Parliament as do, for example, the Engineering Council of SA, the Architects, and others). The key question is whether SAQA will register non-statutory designations like Social Impact Practitioner or Professional Heritage Practitioner. SAQA officials have indicated an openness to such designations but cannot pre-empt what their legal department will say and have said APHP should submit the application for the registration of the PHP designation, and they will put it into the process and see what the SAQA Board decides.
- If the EAPASA route succeeds, and the SAQA Board registers the PHP designation, there is no turning back because of the involvement and commitment from all parties involved (committees, various officials, SAQA Board, EAPASA Board).
- In conclusion, APHP ExCo recommends the EAPASA route with a Memorandum of Agreement (MoA) between the two associations to mitigate the concerns of this route, which stipulates

conditions under which APHP would be prepared to hand over the registration of PHPs to the EAPASA Board.

- It is important to note that this process would be contingent on EAPASA being appointed by the Minister for a second five-year period on the 8th of February 2023 (in 8 months' time).
- In summary, the EAPASA route is much less onerous than applying for a non-statutory professional body recognition, as the independent route requires a lot more documentation and costs. If APHP members do decide to go the EAPASA route, there are three key documents that need to be forwarded to EAPASA to submit to SAQA: Core Competencies document, Continuing Professional Development (CPD) Policy, and Recognition of Prior Learning (RPL) Policy.
- SAQA must be convinced that EAPASA will then require PHPs to retain their designation through adhering to the APHP Code of Practice which is different to EAPASA's. This would open up the possibilities of what EAPASA could do for a range of other environmental professionals.
- RH summarised the three key documents adopted by the APHP ExCo which were circulated by email to members on the 4th May 2022:
    1. Core Competencies (6 key points)
    2. Draft CPD Policy (consistent across professions such as Engineers and Architects)
    3. Draft RPL Policy (based on membership guidelines).
- RH noted the ExCo postscript to his presentation: APHP does not claim to represent all parties currently engaged in heritage practice, but in the absence of anyone else taking the initiative has taken the lead in the professionalisation process. APHP would like to extend our reach as widely as possible and welcomes colleagues in the heritage field and all interested parties to participate in the process APHP has initiated.
- RH opened the meeting for discussion regarding professionalisation and after which the members would vote on the tabled resolutions.
- Bruce Eitzen, referring to the presentation, stated that generally, as a landscape architect, he agrees in principle it is correct that APHP should go through EAPASA because heritage assessment is part of the environmental assessment process. From the viewpoint of the

experience of a small organisation like the Institute for Landscape Architecture in South Africa (ILASA), it is an onerous burden for a small organisation to fulfil the governmental requirements for recognition as a Professional Body. Thus, he questioned whether it is really necessary to do this. From the point of view of finances, logistics and the burden on a small profession to even run an ExCo and meet all the legal requirements seems too much. It is a big burden on individuals, professionals and a small profession when compared to other larger professions such as architecture and engineering. The significance of what we do is great, with reference to landscape heritage, which is an under acknowledged aspect of heritage under the National Heritage Resources Act (NHRA) and within the existing bodies. From the viewpoint of heritage and environment, there is a lack of sympathy between the environmental assessment background and the heritage assessment background, which is problematic. For these reasons Bruce Eitzen noted that the suggestion to have a heritage sub-committee within EAPASA is logical and could work.

- Gavin McLachlan responded that APHP has been accrediting people which is resented by those who view APHP as an elitist group, and who hold that the accreditation granted is invalid. These concerns should be overcome by handing over this onerous duty to EAPASA. This leaves us as a profession in a much less vulnerable position. If the PHP designation is accepted by SAQA via EAPASA, registration will still be voluntary, and you can continue to practice and trade as a heritage practitioner without being registered. However, EAPASA's rigorous professional registration of PHPs (albeit non-statutory) will mean client bodies will prefer or insist on having people who are registered with EAPASA because you will be complying with CPD and be up to date with trends and developments in the industry. In summary, APHP is a small body and we could see that going directly to SAQA was onerous and unsustainable, thus the EAPASA route is preferable. There are advantages to professionalisation of practitioners as it protects the public's interest by ensuring that those who are registered as PHPs are truly capable of delivering the heritage product or service required.

- Before the vote, RH read out each resolution from 1 to 4:

  Voting on resolutions:

  1. **Resolution 1**: Application for registration of PHP designation submitted via EAPASA TO SAQA.

     The APHP ExCo is authorised to forward the tabled Application for the registration of the Designation 'Professional Heritage Practitioner' (PHP) to the Registrar of the Environmental Assessment Practitioners Association of South Africa (EAPASA) together with a proposed Memorandum of Agreement (MoA) to be negotiated and jointly adopted by both the EAPASA Board and the APHP ExCo. The contents of the MoA will be developed with input from APHP members after the AGM. Consequent to the signing of the MoA by both parties, the EAPASA Board will be authorised to submit to the South African Qualifications Authority (SAQA) the application for the registration of the PHP Designation. Should the application be rejected by SAQA for whatever reason, APHP reserves the right to apply directly to SAQA to be registered as a Non-Statutory Professional Body. Amendment proposed by Emmylou Bailey: The contents of the MoA will be developed with input from APHP members and **other heritage professionals** after the AGM. Amendment approved, no objections voiced.

     Result of voting on resolution 1:

     - approve (22) 85%
     - not approve (1) 4%
     - abstain (3) 12%.

  2. **Resolution 2**: To adopt 'Annexure 1: PHP Core Competencies'

     Result of voting:

     - approve (22) 85%
     - not approve (1) 4%
     - abstain (3) 12%.

3. **Resolution 3**: To adopt 'Annexure 2: PHP Continuing Professional Development Categories and Record Sheet'

   Result of voting:

   - approve (21) 81%
   - not approve (1) 4%
   - abstain (4) 15%.

4. **Resolution 4**: To adopt 'Annexure 3: PHP Recognition of Prior Learning Policy'

   Result of voting:

   - approve (23) 88%
   - not approve (1) 4%
   - abstain (2) 8%.

- Gavin McLachlan noted that regarding the MoA, a document will be prepared and circulated by email for members' comments. Any comments, concerns or inclusions that you want in the MoA can be emailed to APHP.
- RH suggested what could go into the MoA and asked if members present had anything they would like to add, saying any suggestions would be welcome. Jenna Lavin pointed out that regarding the MoA, there is a bind in who would decide what a heritage specialist is and who would be on the Board. The response is that APHP has prepared the set of Core Competencies - adopted at this AGM - that will be used in future to evaluate applications for registration as a PHP, and there will need to be heritage specialists on the EAPASA Board as proposed in the MoA.

6. Treasurer's Annual Report

- William Martinson presented the Treasurer's Report (see attached Annexure 5 and 6).
- There are 2 possible budget scenarios depending on whether the EAPASA route or the direct route to SAQA is taken.

- Common to both budgets for 2022/23: 7% increase in membership fees; secretarial support with no annual increase; no live events due to focus on professionalisation; the income is R96000; in both cases there would be a deficit, which would be covered by the retained income from 2022.
- Noteworthy under column B, the figure in the Annual Financial Statements (AFS) signed off by the auditor, a loss of R 5049 for 2022 which was covered by the retained income from the previous year, which concurs between the AFS and the Financial Report.
- The Annual Financial Statements for 2022 were adopted as proposed by Emmylou Bailey and seconded by Elwyn Harlech-Jones.
- The AFS 2022 need to be circulated to the ExCo and signed.

7. Amended APHP Constitution for Ratification

- An amendment to part 8 of the APHP Constitution was tabled because there was a situation this year where an ExCo member needed to stand down and we were not quorate. This resolution is giving an option that if you have a quorate seven member committee and one person resigns leaving six members, the ExCo can still function.
- Bruce Eitzen proposed an amendment regarding the proposed additional Constitutional item 8.5.6, suggests that this be incorporated in 8.5.5 as follows: "Failing to fill the position, the existing committee will remain quorate until the next election, or when the post has been filled."
- Emmylou Bailey noted that as RH drafted the proposed wording he can consider Bruce's suggestion carefully, and she proposed that the motion before the AGM should rather be as follows: 'The meeting supports the proposed change to the APHP Constitution in principle and entrusts Richard Hill to craft it in such a way that it fulfils the requirement and makes the changes appropriately'. This proposal was seconded by David Gibbs and Trevor Thorold, and the resolution was passed.
- Gavin McLachlan requested the AGM to approve this resolution for application retrospectively from the date Wendy Wilson resigned from ExCo so that the decisions taken from that time

through to the present will be validated by the Constitutional amendment. No objections were raised by members to this proposal.

8. Nomination of new office bearers 2022-2023

- There are currently 4 vacancies in the ExCo (with resignations from Jenna, Claire, Emmylou and Wendy).
- Nominations tabled: Jonathan Stone, David Gibbs, and Dorelle Sapere.
- The nomination forms have been filled in with proposers and seconders.

The nominees were duly elected by the members.

9. Proposed motions

- None.

10. Any other business

- None

11. Closure

- Gavin MacLachlan thanked members for attending, thanked the outgoing Executive for their service, and said he looks forward to working with the new ExCo over the following year.
- The meeting adjourned at 19.24.

Annexures:

Annexure 1: PHP Designation's Draft Core Competencies

Annexure 2: PHP Designation's Draft CPD Categories & Record Sheet

Annexure 3: PHP Designation's Recognition of Prior Learning Policy

Annexure 4: PHP Professionalisation Presentation for AGM 25 May 2022

Annexure 5: APHP 2022-2023 Treasurer's Report

Annexure 6: APHP 2022 Annual Financial Statements

ANNEXURE 1

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CORE COMPETENCIES
FOR THE DESIGNATION
PROFESSIONAL HERITAGE PRACTITIONER

Version 3 May 2022

Image Source: https://stock.adobe.com/za/search?k=core+competencies

Core Competency 1 **Demonstrate knowledge and understanding of the theoretical underpinnings of heritage practice.**	
a.	Knowledge and understanding of the **history** of conservation, archaeology, Cultural Resource Management (CRM), and heritage management. You may focus on our own area of expertise within these topics, providing only basic/elementary responses to the others.
b.	Knowledge and understanding of **current discourses and approaches** to conservation, archaeology, Cultural Resource Management (CRM), and heritage management. You may focus on our own area of expertise within these topics, providing only basic/elementary responses to the others.
c.	Knowledge and understanding of how to apply **multi- and inter-disciplinarity** in the practice of heritage-related disciplines.

Core Competency 2

Demonstrate knowledge and understanding of the South African legal and administrative context to discern what is relevant to decision-making.

a.	Knowledge and understanding of the **pertinent legal** framework of the National Heritage Resources Act (NHRA), Act 25 of 1999, and the associated: • Policies and Regulations, and • Judgements.
b.	Knowledge and understanding of the **particular/local administration and decision-making** context of heritage-related legal frameworks and how to apply this knowledge with specific reference to the implementation of the NHRA in National, Provincial and Local Spheres of government.
c.	**Related policies and legislation** and how these might influence heritage studies, including: • National Environmental Management Act, (NEMA), Act 107 of 1998 • Mineral Petroleum Resources Development Act (MPRDA), Act 29 of 1996 • Spatial Planning and Land Use Management Act, Act 16 of 2013 • other Acts relevant to your work, and • local municipal planning by-laws and zoning schemes.

Core Competency 3 **Demonstrate knowledge of heritage informants and the ability to conduct/commission historical research and consult with heritage claimants/authorities.**	
a.	Knowledge and recognition of the **necessity and relevance of appropriate historical research**, including: • histories of the physical place, of uses, of social and other associations • ability to conduct such research, or to commission it, with regard to study scale, scope and key questions to be answered.
b.	Knowledge of and understanding of **heritage informants and public consultation processes:** • ability to identify and consult with heritage claimants and to describe, integrate and articulate such claims • knowledge of the authorities' policies in this respect.

Core Competency 4 **Demonstrate knowledge and understanding of heritage qualities and the ability to determine heritage significance.**	
a.	Knowledge and understanding of the **qualities and significances** which lead to landscapes, environments, places, buildings, artifacts, and intangible heritages being argued and deemed to be cultural heritage and heritage resources, and how this is used to determine and articulate heritage significance.

Core Competency 5 **Demonstrate the ability to analyse and interpret site and context.**	
a.	Ability to describe and **analyse the physical attributes of places and wider contexts and to identify the heritage significance thereof**: • referring to scale, character, topography, vegetation, socio-economic aspects, etc.
b.	Understanding and applying the applicable impact assessment **methodology** and reporting criteria *where relevant* (this is different according to the requirements of NEMA, NHRA, etc.)
c.	Ability to integrate, apprehend, articulate and report on **the impacts of development proposals on heritage resources and their significances**: • ability to articulate arguments, mitigation and conclusions in this regard.

Core Competency 6 **Demonstrate knowledge, understanding and application of the ethics of practice and behaviour.**	
a.	Knowledge, understanding and examples of the application of the **ethics of practice and behaviour** in heritage work: • this may be differentiated for different under-pinning professions • ethics may further be differentiated between aspirational (best practice) and mandatory (minimum requirements as contained in the Code of Conduct). You may choose selected principles from the Code of Conduct or particular ethical issues you have faced to illustrate how you have endeavoured to adhere to ethical norms in your practice.

ANNEXURE 2

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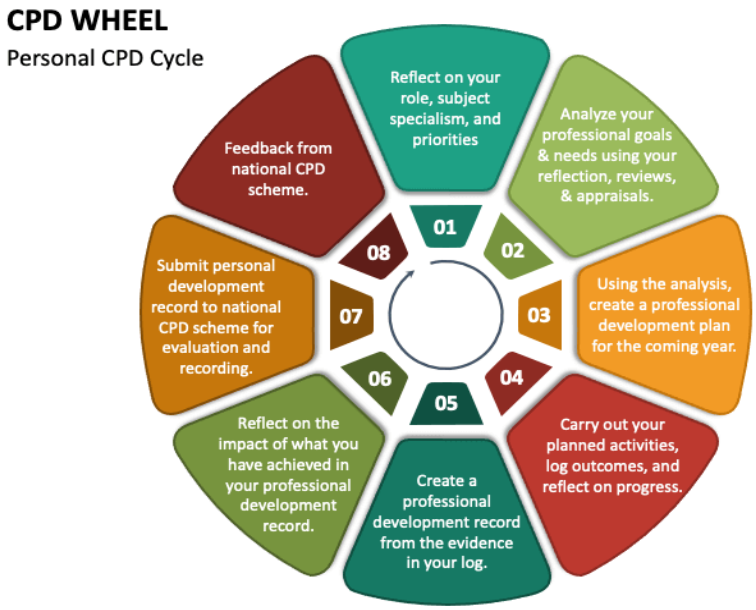
CONTINUING PROFESSIONAL DEVELOPMENT CATEGORIES AND RECORD SHEET FOR THE DESIGNATION PROFESSIONAL HERITAGE PRACTITIONER



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Acknowledgement:

The framework for the
'Continuing Professional Development Categories and Record Sheet for the Designation Professional Heritage Practitioner'
is sourced from the
Continuing Professional Development Guidelines
for the EAP Designation of the
Environmental Assessment Practitioners Association of South Africa (EAPASA).

Frontispiece image sourced at website:
https://www.sketchbubble.com/en/presentation-cpd-wheel.html

Table 1: PHP Designation's CPD Requirements in 3 Categories

PHP Continuing Professional Development		
Categories	**Activities and Credits**	**Minimum and Maximum Credits**
		Compulsory: Minimum 25 credits in 5 years
Category 1	**Heritage Professional Development**	
	• Activities as per List 1 overleaf: 10 hrs = 1 credit	Compulsory: At least 5 credits over 5 years, no annual minimum
Category 2	**Work-Based Heritage Practice, including managerial activities and supervision of work-place Candidates**	
	• 300 hours = 1 credit, or 600 hours = 2 credits	Optional: Maximum 2 credits per year
Category 3	**Growing the Heritage Profession**	
	(a) Membership of an associated Professional Body or organisation such as the Association of Southern African Professional Archaeologists (ASAPA) **or** the Palaeontological Society of Southern Africa (PSSA) = 1 credit	Optional: Maximum 1 credit per year
	(b) Individual activities as per List 2 overleaf	Optional: Maximum 3 credits per year and 15 credits in 5 years
	(c) Career guidance for aspiring Professional Heritage Practitioners (PHPs) and mentorship of Candidate PHPs outside of one's organisation • 10 hours = 1 credit	Compulsory: Minimum 1 credit per year

List 1: PHP Designation's CPD Activities in Category 1

Category 1: Heritage Professional Development		
Description of Activity	**Typical Evidence**	**Credits**
Attend heritage related conferences, lectures, seminars, workshops or colloquiums	• Conference, workshop or course programmes • Attendance registers • Any assignments submitted • Certificates awarded • Personal declaration of lessons learned • Tax invoices in receipt of payment	• 10 hours = 1 credit • Compulsory, but no annual minimum • At least 5 credits over the 5-year cycle
Attend relevant meetings, workshops or courses of voluntary associations, competent authorities, or professional organisations		
Attend refresher or training courses		
Attend training seminars and workshops within your own organisation		

List 2: PHP Designation's CPD Individual Activities in Category 3(b)

Category 3(b): Growing the Heritage Profession - Individual Activities (continued overleaf)		
Description of activity	**Typical Evidence**	**Credits**
Presentations to conferences, workshops and seminars	Copy of brochures/programmes, with the presentation title and name of person, evidence of delivery	= 1 credit each
Publication of conference papers, professional or technical articles, industry standards or procedures (provided the latter not as service provider)	The actual publication in which the paper appears, acceptance letter from an editor or conference organiser	= 1 credit per publication per author
Pro bono heritage work in support of advocacy bodies, including non-government organisations and community-based organisations	Minutes of meetings, letters of appointment, copies/records of any reports or written advice, attendance registers	= 1 credit for 10 hours
Involvement in statutory or professional bodies' or associations' boards, committees, working groups, focus groups, forums or panels, including internationally recognised organisations	Records of the organisation with which the involvement takes place, written confirmation from the recipient organisation	= 1 credit for 10 hours
Attain a relevant post-graduate qualification	Certified copy of qualification and academic records/transcripts of results	= 3 credits

Category 3(b): Growing the Heritage Profession - Individual Activities (continued overleaf)		
Description of activity	**Typical Evidence**	**Credits**
Provide part-time training, tutoring, and/or guest lecturing, for instance present undergraduate lectures or postgraduate seminars at institutions of higher learning	Academic institution records, course notes presented, letter or email of invitation or appointment, receipts for payments received	= 1 credit for 10 hours
External supervision of post-graduate student research	Letter of appointment, academic institution records	= 2 credits per graduate
External examination of postgraduate dissertations or academic programmes	Letter of appointment, examiners report	Honours = 1 credit; Masters and PhD = 2 credits, maximum of 2 credits per year
Co-ordinate and/or host short courses	Course programme, register of participants, records of the organisation	= 1 credit for 10 hours
Act as Assessor of applications for PHP registration	Signed Assessor Memorandum of Agreement	= 3 credits per year

Annexure A: Format for Continuing Professional Development Plan

Priority area for professional development, to meet re-registration requirements	Type of activity targeted to meet professional development need	Description of activity to be undertaken	Date / time of activity	Hours	Credits
e.g. evaluation of heritage significance	e.g. training course	e.g. short course at local university	e.g. May 2022		
			Total Hours and Credits		

Annexure B: Continuing Professional Development Record Sheet

Name: Email and Telephone contact details:

PHP Registration Number: Five-year reporting period:

I declare that all information on this form is true, accurate and complete to the best of my knowledge.

Signature: Date:

Category 1: Heritage Professional Development					
CPD activity number[1]	Description of activity	Date / period of activity	Evidence	Hours spent on activity	Credits
Category 2: Work-Based Heritage Practice					
CPD activity number	Description of activity	Date / period of activity	Evidence	Hours spent on activity	Credits
Category 3: Growing the Heritage Profession					
CPD activity number	Description of activity	Date / period of activity	Evidence	Hours spent on activity	Credits

[1] This is simply a numbering system you choose for your own activities.

ANNEXURE 3

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POLICY ON
RECOGNITION OF PRIOR LEARNING
FOR THE DESIGNATION
PROFESSIONAL HERITAGE PRACTITIONER

Version 3 May 2022

Image source:
https://ozhst.com.au/what-is-recognition-of-prior-learning-rpl/

PHP Designation's Policy on Recognition of Prior Learning

Applicants for the Professional Heritage Practitioner (PHP) Designation are typically required to have a **formal academic qualification** in the form of a four-year University Degree or comparable Honours with learning outcomes at least at the South African National Qualifications Framework (NQF) Level Descriptor 8, in one or more of the following fields:

- Architecture
- Planning
- Archaeology
- Social, Oral and Urban History
- Landscape Architecture, Visual and Cultural Landscape Analysis
- Urban Design
- Palaeontology
- Heritage Law
- Other relevant disciplines.

Applicants are required to have further **formal specialist training** in conservation or heritage resource management including degrees, diplomas and specialist occasional courses.

The **absence of either or both** a **formal academic qualification and formal specialist training** in any of the fields listed above may be **compensated by** application of the principles of **Recognition of Prior Learning** in the form of **at least seven (7) years** of proven and relevant experience that constitutes professional standing in the field of heritage conservation and heritage management in South Africa in the application of sections 27, 28, 29, 30, 31, 34, 35, 36, 37, 38, 48, 49 and 51 of the National Heritage Resources Act (NHRA), Act 25 of 1999, related to **one or more** of the activities listed below:

- Conservation of the built environment
- Landscape and visual analysis
- Historical research including heritage related indigenous knowledge systems and archival research
- Site research, including measuring and excavating
- Heritage surveying / conservation studies of sites or regions
- Assessment of cultural significance in terms of legal parameters
- Development of heritage-related informants or design indicators
- Heritage impact assessment
- Construction and supervision of construction as it relates to heritage resources
- Design in a heritage sensitive context
- Regulating and drafting heritage related legislation
- Heritage resource management
- Other appropriate heritage-related activities.

Such relevant experience in lieu of a qualification and specialist training shall be deemed a satisfactory basis for the award of the PHP Designation if an applicant's work experience is judged to be of a sufficient standard by the Assessors and the relevant membership committee of the Association, in recognition of the applicant's experiential learning obtained in the workplace.

Annexure 4

Professionalisation of the Heritage Sector

Presentation to APHP AGM

25 May 2022

Richard Hill: Consultant to APHP

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Contents

- APHP history of professionalisation and current status quo
- **Two routes** or options:
  - through EAPASA to SAQA
  - APHP to SAQA direct
- Decision factors, implications of each option
- **ExCo recommendation** – MoA with EAPASA, **for AGM vote**
- Annexures to application, for AGM adoption:
  - Annexure 1: Core Competencies
  - Annexure 2: Continuing Professional Development
  - Annexure 3: Recognition of Prior Learning

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Professionalisation History

2015: APHP Conference on Professionalisation of the Heritage Sector

- Agreed that Heritage Assessment Practitioners are a kind of Environmental Assessment Practitioner (EAP) who assess and manage impacts to the heritage environment.
- Agreed that APHP ExCo would pursue formal professionalisation under the **Council for Environmental Professionals** and engage with **EAPASA** on the way forward.

2021: APHP ExCo attended virtual compulsory South African Qualifications Authority **(SAQA) workshop** for prospective professional bodies on 30 November 2021.

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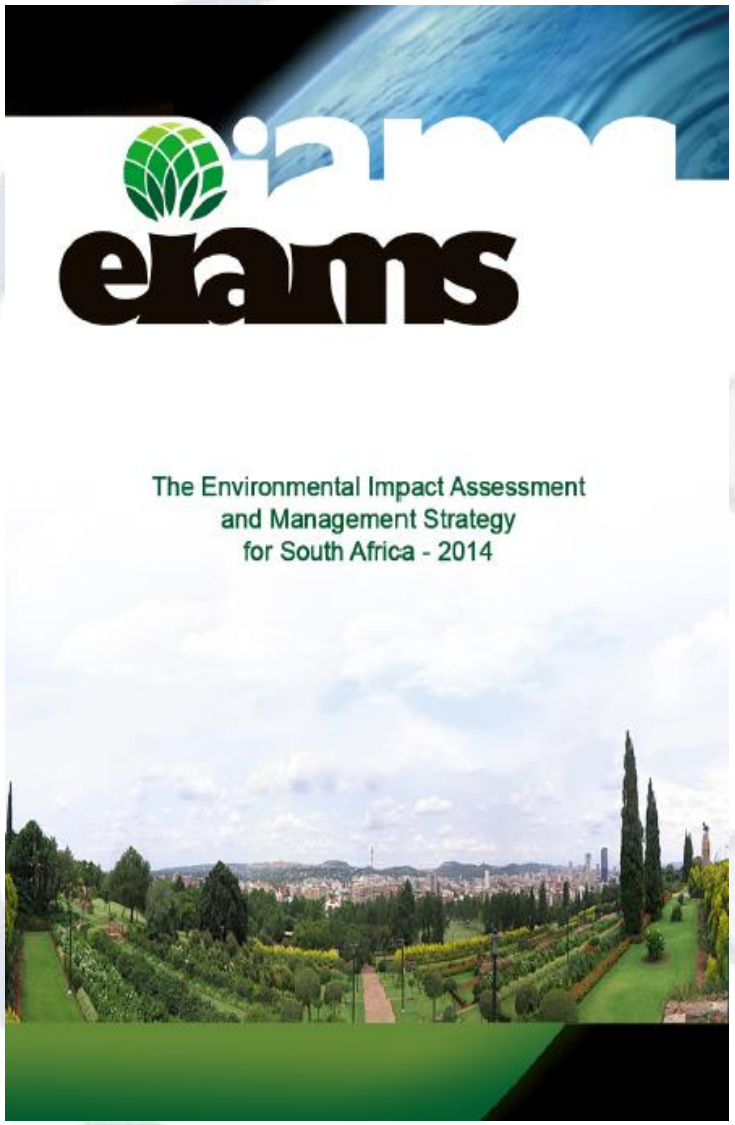

Pillar 1: A statutory **Council for Environmental Professionals** with sub-bodies – professional associations – representing various disciplines; all environmental professionals are registered by Council & belong to appropriate association(s).

COUNCIL FOR ENVIRONMENTAL PROFESSIONALS				
The Council co-ordinates, ensures uniformity within policy areas and does collective bargaining where appropriate				
EAPASA Dealing specifically with EAPs	Association for Public Participation Practitioners	Association for Social Impact Assessors	Association for Environmental Control Officers	Associations for other Environmental Professionals e.g. Heritage, Environmental Planning
Each Professional Association and their attendant Board, constituted under the auspices of the Council, will have its own Constitution, Rule Book, requirements for CPD, etc., but is in line with the policies of the Council.				

TABLE 4: THE RELATIONSHIP BETWEEN THE COUNCIL FOR ENVIRONMENTAL PROFESSIONALS AND THE PROFESSIONAL ASSOCIATIONS

Status Quo - May 2022

- **No indication** that **Council for Environmental Professionals** is imminent.

- **DFFE official**: "*EAPASA's 5-year appointment runs until 8 February 2023. DFFE is doing an analysis for the Minister on different options including the option of going with EAPASA … or should she get another vehicle.*"

- **EAPASA** is preparing an application to the South African Qualifications Authority (SAQA) to **register other categories of env. professionals**:
  - **Professional Heritage Practitioners**
  - Social Impact Practitioners
  - Governance and Sustainability Practitioners, and
  - Environmental Authorisation Follow-Up Practitioners.

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Professionalising PHPs – Members' decision required

Professional Heritage Practitioner (PHP) registered as **Designation** on National Qualifications Framework (NQF)
by South African Qualifications Authority (SAQA), **either by**:

- **EAPASA route** - modifying EAPASA's SAQA recognition.
  EAPASA submits application for PHP designation to SAQA.
  If successful, APHP hands over registration of PHPs to EAPASA Board;
  APHP could become a heritage Voluntary Association, ***or***

- **APHP route** - APHP applies to SAQA for recognition as Non-Statutory Professional Body, which includes application for registering PHP designation.

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Summary of Decision Factors

- 'Pros' of EAPASA route: Much less onerous ito human and financial resources, and information requirements, e.g. no need for office, staff, nor costly registration as Non-Profit Organisation

- 'Cons' of EAPASA route: Less control over future of heritage profession because handing over to another Registration Authority – proposal to mitigate this concern below

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Implications of Options

- If APHP goes with EAPASA and their application to SAQA fails, can still go APHP route to SAQA.
- If EAPASA route succeeds and SAQA Board registers PHP designation, no turning back for APHP.

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APHP ExCo recommends EAPASA route, subject to APHP–EAPASA MoA - for ratification by members

Memorandum of Agreement (MoA) negotiated with EAPASA listing

Conditions for APHP to hand over registration of PHPs - EAPASA shall:

- Change its Constitution and Board composition to include heritage specialists
- Appoint and train Heritage Assessors to evaluate applications
- Set up revised structures and procedures for evaluating Heritage applications
- Plus, further conditions set by APHP ExCo and members

should members authorise EAPASA route at today's AGM.

MoA contingent on EAPASA being appointed by the Minister for a second 5-year period on 8 February 2023.

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For EAPASA route, Annexures 1, 2 and 3 below tabled as resolutions at today's AGM for adoption by members:

1) **Core Competencies** document
2) Continuing Professional Development (**CPD**) Policy
3) Recognition of Prior Learning (**RPL**) Policy

Criteria for members to retain PHP designation:
- adhere to Code of Practice
- practice CPD, and
- pay annual membership fees.

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ANNEXURE 1

DRAFT

CORE COMPETENCIES FOR THE DESIGNATION PROFESSIONAL HERITAGE PRACTITIONER

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Core Competencies (CCs)

- **Core Competency 1**: Demonstrate knowledge and understanding of the theoretical underpinnings of heritage practice.
- **Core Competency 2**: Demonstrate knowledge and understanding of the South African legal & administrative context to discern what is relevant to decision-making.
- **Core Competency 3**: Demonstrate knowledge of heritage informants and the ability to conduct/commission historical research and consult with heritage claimants/authorities.
- **Core Competency 4**: Demonstrate knowledge and understanding of heritage qualities and the ability to determine heritage significance.
- **Core Competency 5**: Demonstrate the ability to analyse and interpret site and context.
- **Core Competency 6**: Demonstrate understanding and application of ethics of practice and behaviour.

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ANNEXURE 2

DRAFT

CONTINUING PROFESSIONAL DEVELOPMENT

CATEGORIES AND RECORD SHEET

FOR THE DESIGNATION

PROFESSIONAL HERITAGE PRACTITIONER

CPD WHEEL

Personal CPD Cycle

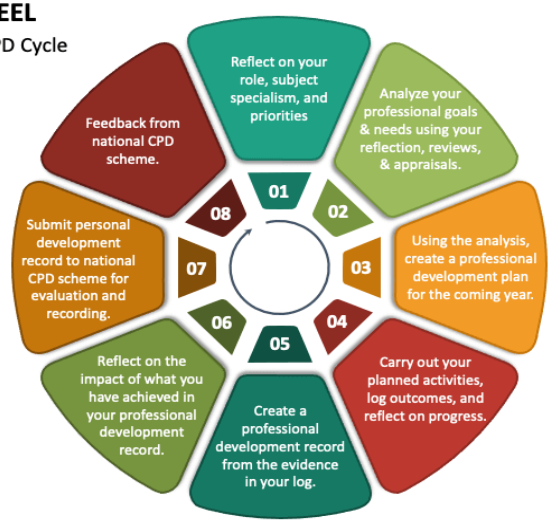

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Table 1: PHP Designation's CPD Requirements in 3 Categories

PHP Continuing Professional Development		
Categories	**Activities and Credits**	**Minimum and Maximum Credits**
		Compulsory: Minimum 25 credits in 5 years
Category 1	**Heritage Professional Development**	
	• Activities as per List 1 overleaf: 10 hrs = 1 credit	Compulsory: At least 5 credits over 5 years, no annual minimum
Category 2	**Work-Based Heritage Practice, including managerial activities and supervision of work-place Candidates**	
	• 300 hours = 1 credit, or 600 hours = 2 credits	Optional: Maximum 2 credits per year
Category 3	**Growing the Heritage Profession**	
	(a) Membership of an associated Professional Body or organisation such as the Association of Southern African Professional Archaeologists (ASAPA) **or** the Palaeontological Society of Southern Africa (PSSA) = 1 credit	Optional: Maximum 1 credit per year
	(b) Individual activities as per List 2 overleaf	Optional: Maximum 3 credits per year and 15 credits in 5 years
	(c) Career guidance for aspiring Professional Heritage Practitioners (PHPs) and mentorship of Candidate PHPs outside of one's organisation • 10 hours = 1 credit	Compulsory: Minimum 1 credit per year

ANNEXURE 3

DRAFT

POLICY ON

RECOGNITION OF PRIOR LEARNING

FOR THE DESIGNATION

PROFESSIONAL HERITAGE PRACTITIONER

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Recognition of Prior Learning Policy (RPL)

The **absence** of either or both a formal academic qualification and formal specialist training may be **compensated by** application of the principles of Recognition of Prior Learning in the form of **at least seven (7) years of proven and relevant experience** that constitutes professional standing in the field of heritage conservation and heritage management in South Africa in the application of sections 27, 28, 29, 30, 31, 34, 35, 36, 37, 38, 48, 49 and 51 of the National Heritage Resources Act (NHRA), Act 25 of 1999, related to one or more of the activities listed below and overleaf:

- Conservation of the built environment
- Landscape and visual analysis
- Historical research including heritage related indigenous knowledge systems and archival research
- Site research, including measuring and excavating
- Heritage surveying / conservation studies of sites or regions

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Recognition of Prior Learning Policy, Continued:

… at least seven (7) years of experience, related to one or more of the activities listed below:

- Assessment of cultural significance in terms of legal parameters
- Development of heritage-related informants or design indicators
- Heritage impact assessment
- Construction and supervision of construction as it relates to heritage resources
- Design in a heritage sensitive context
- Regulating and drafting heritage related legislation
- Heritage resource management
- Other appropriate heritage-related activities.

Such **relevant experience** in lieu of a qualification and specialist training shall be deemed a satisfactory basis for the **award of the PHP Designation**.

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Meeting open for discussion, questions or suggestions welcome, before members vote on the professionalisation resolutions, 'Approve' – 'Not Approve' – 'Abstain':

- Resolution **1**: ExCo authorised to go EAPASA route with MoA. Resolution **2** on CCs, **3** on CPD, and **4** on RPL policies.

The APHP ExCo looks forward to ongoing engagement with members and other colleagues in the heritage field on the journey to professionalisation of the heritage sector.

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Postscript

APHP does not claim to represent all parties currently engaged in heritage practice, be it in consulting, authorities, academia or other arenas.

APHP has taken the lead in the absence (as best we know) of other steps towards professionalisation of the heritage sector.

APHP would like to extend our reach as widely as possible and welcomes colleagues in the heritage field and all interested parties to participate with us at each stage in the process we have initiated to advance the incipient heritage profession.

www.aphp.org.za
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Annexure 5

Association of Professional Heritage Practitioners

FINANCIAL REPORT 2021-2022

Please find attached the following financial records:

1. Spreadsheet with columns, data showing:
   - A. Budget 2021/22
   - B. Actual 2021/22
   - C. Budget 2022/23 - SAQA option
   - D. Budget 2022/23 - EAPASA option
2. Detailed breakdown of accounts for the financial year 2021-2022.

An independent audit of the APHP's financial records will be presented at the AGM.

Income in the 2021-22 financial year exceeded expenses by R5049.

Key aspects of the proposed 2021-2022 budget include the following:

1. Proposed 7% increase in membership fees for PHPs R950 (2021/22) to R1017 (2022/23);
2. Proposed 7% increase in membership fees for Candidates and Associates R450 (2021/22) to R480 (2022/23)
3. The continued employment of secretarial support including a NIL annual increase;
4. No live events have been planned for the next year due to the focus on professionalisation;
5. Funds allocated for professionalisation can be compared between SAQA and EAPASA budgets in column C. and D.

William A Martinson
Treasurer
4 May 2022

1. Income & Expenses 1 April 2021 to 31 March 2022

Income 1 April 2021 to 31 March 2022	A. 2021 / Mar.22 Budget		B. 2021 / Mar.22 Actual		C. SAQA option 2022 / Mar.23 Budget		D. EAPASA option 2022 / Mar.23 Budget	
Membership fees: Prior-year late payment	-		660	*1 x 660*	313		313	
PHPs	77,900	*82xR950*	75,050	*79xR950*	80,343	*79xR1017*	80,343	*79xR1017*
Candidate	12,150	*27xR450*	10,800	*24xR450*	11,520	24xR480	11,520	24xR480
Institutional	-	*0xR1500*	-	*0xR1500*	-		-	
Associate	2,700	*6xR450*	2,250	*5 x R450*	2,400	5xR480	2,400	5xR480
Friend	-	*0xR100*	-	*0xR100*	-		-	
Application fees	1,000	*5xR200*	1,400	*7xR200*	1,400	*7xR200*	1,400	*7xR200*
Interest capitalised	400		587		293		293	
Total Income	**94,150**		**90,747**		**96,269**		**96,269**	

Expenditure	2021 / Mar.22 Budget		2021 / Mar.22 Actual		SAQA option 2022 / Mar.23 Budget		EAPASA option 2022 / Mar.23 Budget	
Accounting officer	(1,500)		(1,500)		(2,000)		(2,000)	
Bank charges	(100)		(18)		(22)		(22)	
Consultancy fees	(2,500)		-		-		-	
Consultancy fees - Professionalisation	(35,000)		(25,350)		(44,650)	*A-B+35k*	(34,650)	*A-B+25k*
Professionalisation - SAQA	-		-		(5,000)		-	
Professonalisation - NPO REGISTRATION	(5,000)		-		(25,000)		-	
Professionalisation - Legal fees (MOA etc.)	-		-		-		(25,000)	
Events	(5,000)		-		-		-	
Secretarial data bundle	-		-		-		-	
Secretarial disbursements	(100)		-		-		-	
Secretarial support @ 20 hrs/month	(65,898)		(66,250)		(66,250)		(66,250)	
Video conferencing (due to Covid-19)	(3,000)		(2,018)		(2,300)		(2,300)	
Website	(6,670)		(660)		(800)		(800)	
Total Expenditure	**(124,768)**		**(95,796)**		**(146,022)**		**(131,022)**	
Deficit 2023	n/a		n/a		(49,753)		(34,753)	
Deficit 2022	(30,618)		(5,049)		n/a		n/a	
Deficit covered by retained income 2021	61346		61346		n/a		n/a	
Deficit coverd by retained income 2022	n/a		n/a		56,297		56,297	
Funds available for 2022/23	**30,728**		**56,297**		**6,544**		**21,544**	

Annexure 6

Association of Professional Heritage Practitioners

ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2022

Association of Professional Heritage Practitioners

Annual Financial Statements for the year ended 31 March 2022

General Information

Executive Committee	G McLachlan (Chair) W Martinson (Treasurer) C Abrahamse E Rabe Bailey J Lavin E Harlech-Jones
Postal Address	PO Box 546 Cape Town 8000
Independent Compiler	Loren Samantha Smith Marais and Smith Chartered Accountants Registered Auditors

Association of Professional Heritage Practitioners

Annual Financial Statements for the year ended 31 March 2022

Index

The reports and statements set out below comprise the annual financial statements presented to the executive committee:

Index	Page
Report of the Independent Compiler	2
Executive Committees' Responsibilities and Approval	3
Statement of Financial Position	4
Statement of Comprehensive Income	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Accounting Policies	8
Notes to the Annual Financial Statements	9
Detailed Statement of Income and Expenditure	10

Marais & Smith
Chartered Accountants

Physical Address
2 Scherwitz Road
Berea
East London 5241
South Africa

Postal Address
PO Box 19411
Tecoma
East London 5214
South Africa

REPORT OF THE COMPILER TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF PROFESSIONAL HERITAGE PRACTITIONERS

We have compiled the accompanying financial statements of the Association of Professional Heritage Practitioners based on the information you have provided. These financial statements comprise the statement of financial position of the Association of Professional Heritage Practitioners as at 31 March 2022. The statement of comprehensive income, the statement of changes in equity and the statement of cashflows for the period then ended, a summary of significant accounting policies and other explanatory information.

We performed this compilation engagement in accordance with International Standard on Related Services 4410 (Revised), Compilation Engagements.

We have applied our expertise in accounting and financial reporting to assist you in the preparation and presentation of these financial statements in accordance with note 1 to the annual financial statements. We have complied with relevant ethical requirements, including principles of integrity, objectivity, professional competence and due care.

These financial statements and the accuracy and completeness of the information used to compile them are your responsibility.

Since a compilation engagement is not an assurance engagement, we are not required to verify the accuracy or completeness of the information you provided to us to complete these financial statements. Accordingly, we do not express an audit opinion or review conclusion on whether these financial statements are prepared in accordance with IFRS for SMEs.

Loren Samantha Smith (CA) SA
Marais and Smith Chartered Accountants

2 Scherwitz Road
Berea
East London
5241

10 May 2022

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www.maraisandsmith.co.za
info@maraisandsmith.co.za
Partners Loren Smith • Rebekah Conway • Jennifer Opie

Association of Professional Heritage Practitioners

Annual Financial Statements for the year ended 31 March 2022

Executive Committees' Responsibilities and Approval

The executive committee is required to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements, in all material respects, presents the state of affairs of the organisation at the end of the financial year and the results of its operations and cashflows for the period then ended, in conformity with generally accepted accounting practice.

The annual financial statements are prepared in accordance with generally accepted accounting practice and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The executive committee has reviewed the organisation's cash flow forecast for the year to 31 March 2023 and in the light of this review and the current financial position, they are satisfied that the organisation has or has access to adequate resources to continue in operational existence for the foreseeable future.

The annual financial statements set out on pages 4 to 10 were approved by the executive committee on 10 May 2022 and was signed by:

Executive Member	Executive Member
Executive Member	Executive Member
Executive Member	Executive Member

Association of Professional Heritage Practitioners

Annual Financial Statements for the year ended 31 March 2022

Statement of Financial Position

Figures in Rand	Note(s)	2022	2021
Assets			
Current Assets			
Cash at bank	2	58 497	61 346
Receivables	3	650	-
Total Assets		**59 147**	**61 346**
Reserves and Liabilities			
Equity			
Retained income		56 297	61 346
Current Liabilities			
Payables	4	2 850	-
Total Reserves and Liabilities		**59 147**	**61 346**

Association of Professional Heritage Practitioners

Annual Financial Statements for the year ended 31 March 2022

Statement of Comprehensive Income

Figures in Rand	Note(s)	2022	2021
Revenue		90 160	62 130
Other income		587	362
Operating costs		95 796	67 946
Operating loss		**(5 049)**	**(5 454)**
Finance costs		-	-
Loss before tax		**(5 049)**	**(5 454)**

Association of Professional Heritage Practitioners

Annual Financial Statements for the year ended 31 March 2022

Statement of Changes in Equity

Figures in Rand	Retained Income	Total Equity
Balance as at 1 April 2020	**66 800**	**66 800**
Changes in equity		
Total comprehensive deficit for the year	(5 454)	(5 454)
Total changes	(5 454)	(5 454)
Balance as at 31 March 2021	**61 346**	**61 346**
Changes in equity		
Total comprehensive deficit for the year	(5 049)	(5 049)
Total changes	(5 049)	(5 049)
Balance as at 31 March 2022	**56 297**	**56 297**

Statement of Cash Flows

Figures in Rand	Note(s)	2022	2021
Cash flows from operating activities			
Cash utilised in operating activities		(5 049)	(5 454)
Net cash from operating activities		**(5 049)**	**(5 454)**
Cash flows from investing activities			
Acquisition of property, plant and equipment		-	-
Net cash from investing activities		**-**	**-**
Cash flows from financing activities			
Other loan movements		-	-
Net cash from financing activities		**-**	**-**
Total cash movement for the year		**(5 049)**	**(5 454)**
Cash and cash equivalents at beginning of year		61 346	66 800
Cash and cash equivalents at end of year	2	**56 297**	**61 346**

Accounting Policies

1 Presentation of Annual Financial Statements

The annual financial statements are prepared in conformity with generally accepted accounting practice, appropriate to the business of the organisation. The annual financial statements are prepared under the historical cost convention as modified by the revaluation of certain property, plant and equipment, marketable securities and investment properties where appropriate, and incorporate the principal accounting policies set out below.

These accounting policies are consistent with the previous year.

Revenue

Revenue is measured at fair value of the consideration received or receivable for membership fees.

Interest is recognized, in profit or loss, using the effective interest rate method.

Notes to the Annual Financial Statements

Figures in Rand		2022	2021
2	**Cash and cash equivalents**		
	Bank balance	58 497	61 346
		58 497	61 346
3	**Receivables**		
	Balance	650	-
		650	-
4	**Payables**		
	Revenue received in advance	2 850	-
		2 850	-

Detailed Statement of Income and Expenditure

Figures in Rand	Note(s)	2022	2021
Revenue		90 160	62 130
Application fees		1 400	1 000
Associate fees		2 250	1 980
Candidate fees		10 800	7 950
Membership fees		75 710	51 200
Other income			
Interest received		587	362
Expenditure		95 796	67 946
Accounting fees		1 500	1 500
Bank Charges		18	27
Consulting fees		25 350	-
Data bundle		2 018	-
Disbursements		-	63
Fees reimbursements		2 946	2 946
Secretariat		66 250	62 760
Website costs		660	650
Operating loss		(5 049)	(5 454)