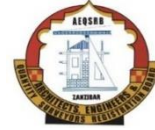




**THE REVOLUTIONARY GOVERNMENT OF ZANZIBAR
ARCHITECTS, ENGINEERS AND QUANTITY SURVEYORS
REGISTRATION BOARD**



**THE STRUCTURED APPRENTICESHIP PROGRAMME FOR ARCHITECTS,
ENGINEERS AND QUANTITY SURVEYORS (SAPAEQ)**

Tripartite Agreement between AEQSRB, SAPAEQ Provider and Trainee

Preamble

This agreement is made in recognition of the need to state and agree on the rights and responsibilities of the main parties involved in the implementation of the *Structured Apprenticeship Programme for Architects, Engineer and Quantity Surveyors (SAPAEQ)* under the Architects, Engineers and Quantity Surveyors Registration Board. It is a *Tripartite Agreement* so as to ensure that the parties are all aware of their roles stated in a single document.

Definition of Terms

The following terms used in this agreement shall be interpreted as follows:

- “*SAPAEQ Provider*” shall mean a company, institution or organization recognized by the Board that has agreed to provide apprenticeship to a SAPAEQ trainee within a specified period;
- “*Guarantor*” is a person who undertakes to guarantee the trainee admitted into SAPAEQ;
- “*Professional Training Supervisor (PTS)*” or “*Supervising Professional Architect/Engineer/Quantity Surveyor*” is a professional architect/engineer/quantity surveyor with professional experience in the respective architectural/engineering/quantity surveying discipline who shall be responsible for training, supervising and mentoring the trainee at the place of training;
- “*Quarterly Reports*” are reports submitted to AEQSRB by the SAPAEQ trainee every three months as per AEQSRB format
- “*Structured Apprenticeship Programme for Architects, Engineer and Quantity Surveyors*” is the entire programme developed by AEQSRB for the purpose of training graduate architects, engineers and quantity surveyors to enable them to attain professional status in a structured manner;

- “Trainee”** Shall be a graduate architect/engineer/quantity surveyor who has been accepted into the Structured Apprenticeship Programme for Architects, Engineer and Quantity Surveyors by the Architects, Engineers and Quantity Surveyors Registration Board;
- “Training Allowance”** this shall be a sum of money payable to the trainee during the period of training as provided in the rules
- “Training Guidelines”** a description of training elements and levels of competencies to be achieved by trainees, roles, responsibilities and obligations of trainee, Apprenticeship Provider, Professional Training Supervisor and AEQSRB;
- “Training Logbook”** a book in which is entered a detailed and up-to-date record of activities undertaken by a Graduate Architect/Engineer/Quantity Surveyor on SAPAEQ training, and which shall enable the Board to obtain reliable information on whether or not the Trainee has undergone sufficient training. The logbook shall be available for inspection by the Board at any time.
- “Training Programme”** a specific list of activities and time schedule that the trainee has to undertake while on SAPAEQ training; and

The Agreement

This agreement made on theday of, between **the Architects, Engineers and Quantity Surveyors Registration Board, of P.O. Box 2042, Amani Zanzibar**, hereinafter referred to as the ‘**Board**’, on the first part, and

Messrs....., of

P.O. Box....., hereinafter referred to as the ‘SAPAEQ Provider’, on the second part,

and Mr./Mrs./Ms....., of P.O. Box..... hereinafter referred to as the ‘Trainee’, on the third part;

In relation to a Structured Apprenticeship Programme for Architects, Engineer and Quantity Surveyors, details of which have been availed to the parties;

Hereby witnessed as follows:

1. The **SAPAEQ Provider** undertakes to provide supervised training to the Trainee, of the nature and details specified by the Board, for a period ofmonths, with the specific aim of enabling the Trainee to gain relevant professional qualifications and experience;
2. The **SAPAEQ Provider** undertakes to designate a Senior Professional Architect/Engineer/Quantity Surveyor (PTS) who will act as the Trainer and Mentor of the Trainee for the designated period ofmonths from (date)..... to (date), and will certify the reports prepared by the Trainee;
3. The **SAPAEQ Provider** undertakes to prepare a training schedule for the Trainee that will accommodate the training guidelines of the Board applicable to the Trainee’s field of apprenticeship, and to abide by it;
4. The **Trainee** undertakes to follow the Training Programme diligently; to exhibit satisfactory conduct during the training period; to observe all the rules and regulations of the Apprenticeship Provider and the instructions of the PTS; and to follow all the stipulations of AEQSRB in respect of keeping a logbook of daily activities and preparing quarterly reports.

5. SAPAEQ Providers are advised to support trainees who are working in their organizations as appropriate
6. The **Board and the SAPAEQ Provider** will not be responsible for meeting the health and any other social security costs of the Trainee during the period of training;
7. Any differences arising between the parties during the implementation of the programme will be amicably resolved through consultations.
8. In case the Trainee fails to complete the training programme due to unacceptable reasons, the Trainee or his/her Guarantor shall refund all the training costs incurred by the Board.
9. In case the trainee fails to timely submit Quarterly Reports to AEQSRB, the allowances will be withheld; and will not be compensated;
10. The SAPAEQ Training Rules and Regulations, hereby attached shall be construed to be part and parcel of this agreement.

Signed and Delivered by the parties concerned on the date aforesaid:

Name: Signature:
**Registrar, Architects, Engineers And
Quantity Surveyors Registration Board**

Name: Signature and Stamp:
SAPAEQ Provider

Name: Signature:
Trainee

Name:..... Signature:.....
Guarantor (Address)

