



Who's Who?

In the building zoo

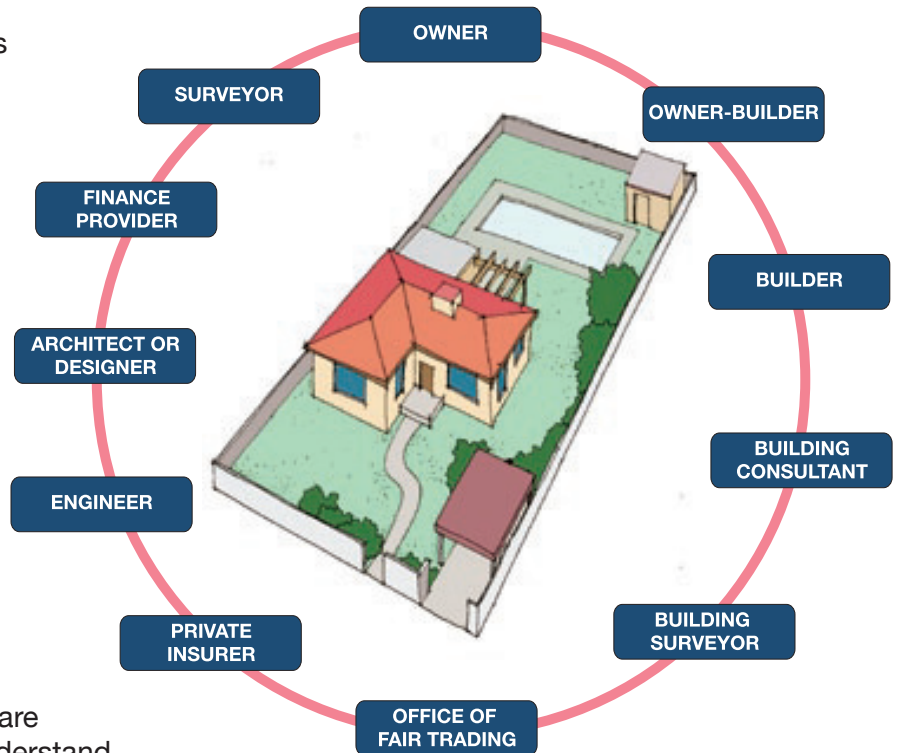
Your guide to understanding what everyone is doing

HOW TO GET QUALITY

1. Check the documents.
2. Choose the right builder and advisers.
3. Obtain progress inspections.
4. Obtain certification.
5. Be reasonable if anything goes wrong.
6. Keep smiling.

A BUILDING PROJECT IS A TEAM EFFORT

Most buildings projects are successful if you are aware of the key steps in the process and understand what each participant does. The process can be complex (see Building Process) and it is important to avoid the typical building nightmares. YOU are the team captain and the most important person in the project.



The Owner

- **RESEARCH** what you need to competently carry out a building project.
- **COMMUNICATE** your requirements to a carefully chosen designer.
- **SELECT** everything.
- **UNDERSTAND** what the drawings mean and take responsibility for mistakes or anything left out of the plans.
- **REQUIRE** approval and compliance of all work.
- **SELECT** an appropriate builder.
- **ENSURE** the building quality is satisfactory.
- **PAY** all reasonable costs including extras and variations promptly.
- **BE RESPONSIBLE** for getting what you pay for.

The Owner-Builder

- **ALL** the above.
- You have the same responsibilities as a licensed builder.

The Builder

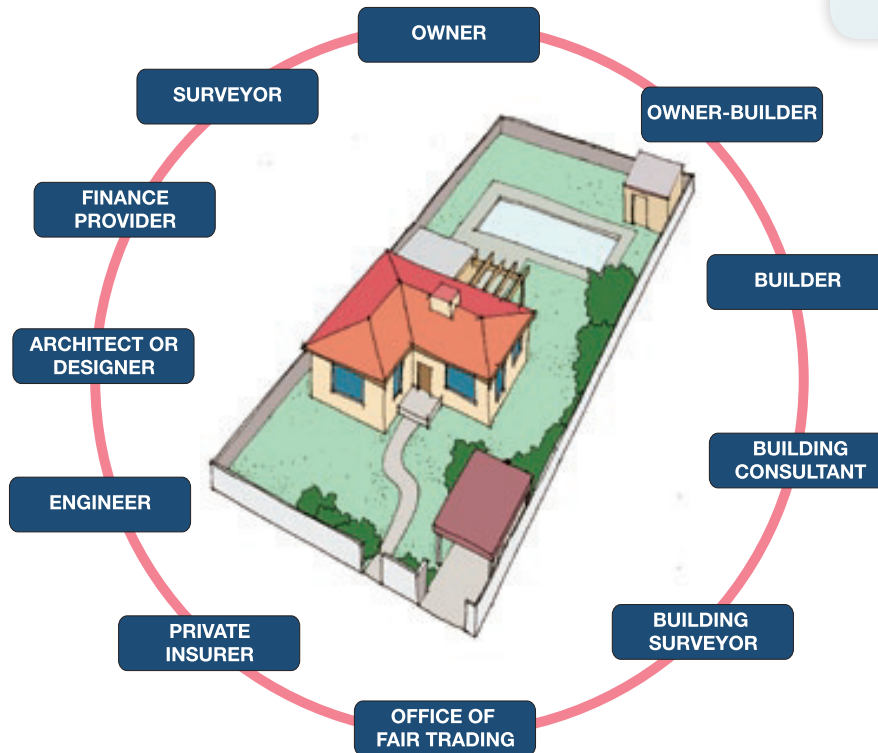
- **PROVIDES** quotations.
- **OBTAINS** appropriate insurance cover.
- **PROVIDES** and/or enter into a contract.
- **CARRIES OUT** the work in accordance with the building regulations, trade practice and approved documents.
- **MAKES ANY CHANGES** you want, if you pay for them.

The Building Surveyor

- **ASSISTS** with enquiries about building rules and issue approvals.
- **INSPECTS** the work at critical stages.
- **ISSUES** relevant certificates at the completion of the project.



Who's Who?



The Architect or Building Designer

- **WORKS WITH YOU** to develop your dreams and ideas into the documents you need.
- **PREPARES** detailed documents for more complex work.
- **COORDINATES** other consultants and obtains Council approval.
- **ASSISTS** in selecting the builder, getting quotes and preparing the contract.

THE ENGINEER

- **COORDINATES** with the designer to create the structural documents.
- **INSPECTS** the work he has designed.
- **CERTIFIES** any work he has inspected at the end of the job.

THE BUILDING CONSULTANT

- **CHECKS** document for errors and omissions.
- **INSPECTS** the work at stages to make sure the quality is OK.
- **CERTIFIES** progress payment claims.
- **MANAGES** the building work on your behalf.
- **ASSISTS** with problems and disputes.

THE SURVEYOR

- **MEASURES** the land and improvements and prepares a detailed drawing for the designer.
- **SETS OUT** the location and height of your building accurately.
- **CERTIFIES** that the building has been built to the right height and location on the land.

THE OFFICE OF FAIR TRADING

- **LICENSES** the builder.
- **ISSUES** Owner-Builder licenses.
- **ADVISES** the consumer if a complaint is made against the builder.
- **ADMINISTERS** the Fair Trading Tribunal in the event of a dispute.

FINANCE PROVIDER

- **PROVIDES** funding.
- **RELEASES** funds when stages of the work are finished

PRIVATE INSURER

- **PROVIDES** home building warranty insurance.
- **PROCESSES** insurance claims.