



SOUTH AFRICAN COUNCIL FOR PLANNERS

*International Business Gateway Office Park, Cnr New Road & 6th Road
Midridge Office Park - 1st Floor, Block G.
P O Box 1084, Halfway House,
MIDRAND 1685
Tel: 011-318 0460, 318 0437 Fax: 011-318 0405
Website: www.sacplan.org.za*

RESPONDENT'S REPLY

SWORN AFFIDAVIT

In terms of the Planning Profession Act, 2002 (Act 36 of 2002) (the "Act")

Addressed to the South African Council for Planners (SACPLAN)

I, the undersigned
(FULL NAMES)

in my capacity as a registered person contemplated in the aforesaid Act with Registration Number:
..... acknowledge receipt of the notice of complain submitted by the Complainant namely:

.....
(COMPLAINANT'S NAME)

dated

I hereby make oath and give confirm as follows:

I deny the allegations of professional misconduct as set out in the aforesaid notice of complaint.

I admit to the professional misconduct as contained in the notice of complaint.

(CROSS-OUT WHICHEVER MAY NOT BE RELEVANT)

In response to the summary of facts presented by the Complainant, I summarise my response below:

.....
.....
.....
.....
.....
.....

(IF THE SPACE PROVIDED IS NOT SUFFICIENT, PLEASE ATTACH A SEPARATE DOCUMENT DETAILING THE RESPONSE AND ASSOCIATED FACTS AS REQUIRED)

For the aforesaid purpose I enclose the following annexures in support of my response:

Annexure 1:

Annexure 2:

Annexure 3:

1. Receipt Of Notices

For the purposes hereof, I confirm that, in my capacity as Respondent, I shall received notice in respect of this matter at the following physical address:

.....

.....
(INSERT RESPONDENT'S PHYSICAL ADDRESS)

In addition to the above my further contact details are:

E-mail Address:

Contact Telephone Number:

Fax Number:

Postal Address:

Postal Code:

2. Acknowledgement by Respondent

2.1 In completing and signing this Notice of Response, and attesting thereto, I acknowledge that, should SACPLAN identify *prima facie* evidence to justify a further investigation into this matter and which may result in a hearing before a Disciplinary Tribunal appointed for such purpose, I shall make myself available to appear before such Tribunal and to present evidence in as far as it may be required and, to the extent that I am capable thereof, provide whatever supporting documents or physical or verbal evidence that may be required by the Disciplinary Committee of SACPLAN in order to bring this matter to conclusion.

2.2 I acknowledge the fact that, in participating in any disciplinary hearing that may be conducted by the Disciplinary Tribunal of SACPLAN, I may be represented by an appointed legal representative of my choice and at my cost.

2.3 I further acknowledge that, in considering the possible sanctions contemplated in the Planning Profession Act, 2002 (Act 36 of 2002), SACPLAN may, if I am found guilty:

- caution or reprimand me in my capacity as a registered person;
- impose a fine upon me;
- suspend my status as a registered person for a specified period of time;
- remove my details from the register of persons, on the records of SACPLAN by the permanent cancellation of such my registration, with the result that I may not practise as a professional planner or technical planner from the effective date of such cancellation or registration.

2.4 I furthermore acknowledge that any party to the aforesaid proceedings will have the right to appeal against the finding and the reasons for such finding of the Disciplinary Tribunal of SACPLAN, which appeal shall be heard by the Appeal Board appointed by the Minister in terms of the aforesaid Act.

.....
SIGNATORY: RESPONDENT

I certify that the declarant acknowledges that he/she is conversant with this declaration and understands it, and that the declarant uttered the following words: "I swear that the contents of this declaration are true, so help me God".

COMMISSIONER OF OATHS:

NAME:

TITLE / DESIGNATION

DATE:

PLACE:

STAMP