



**NATIONAL
CONSTRUCTION SCHOOL**

**2024
PROSPECTUS**



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PROSPECTUS**

PROF. PAUL L. K. MAKASA

Executive Director



It is with great pleasure and enthusiasm that I extend a warm welcome to you through the 2024 National Construction School Prospectus. As the Chief Executive Officer of NCC, overseeing both the regulatory aspects of the construction industry in Zambia and the educational endeavours of the National Construction School (NCS), I am excited to introduce two diploma courses and the various capacity-building programs we are offering this year.

A Holistic Approach to Construction Capacity and Skills Development

At NCC, we take pride in our dual role as a regulatory body for the construction industry in Zambia and as an educational institution dedicated to developing skilled professionals. Our diploma courses for 2024 have been meticulously designed to not only meet the academic needs of our students but also to align with the industry requirements, ensuring graduates are well-equipped for the challenges of the construction sector.

Quality Assurance for Excellence

As a regulatory authority, we understand the paramount importance of quality assurance in both education and industry practices. Our diploma courses adhere to the highest standards, and we continuously strive to exceed national and international benchmarks. This commitment to excellence extends to our capacity-building courses, which are crafted to enhance the skills and competencies of professionals already contributing to the construction industry.

Addressing Industry Needs through Capacity Building

In addition to our diploma courses, we are introducing various capacity-building programs aimed at addressing the evolving needs of the construction industry. These programs are designed to upskill professionals, foster innovation, and contribute to the overall advancement of the sector. We recognize that a well-trained workforce is pivotal to the sustainable development of the construction industry.

Partnerships for Progress

Our collaborations with key stakeholders, including government bodies, industry leaders, and educational institutions, continue to play a crucial role in shaping our educational programs. These partnerships not only enrich our curriculum but also provide students with opportunities for practical exposure and industry engagement.

Conclusion

As we embark on the journey of the academic year 2024, I invite aspiring students, industry professionals, and stakeholders to explore the educational and developmental opportunities available at the NCC. Together, let us contribute to the growth and excellence of the construction industry in Zambia.

Thank you for considering the National Council for Construction as your partner in education and professional development.

ENG. WENDY NAMBULE MUKAPE

Principal - National Construction School



I am delighted to welcome you to the National Council for Construction (NCC) School and introduce the prospectus for the academic year 2024. As the Principal of this esteemed institution, it is my honour to share the exciting developments and offerings we have prepared for prospective students.

The year 2024 brings forth a renewed commitment to excellence in technical education, and our diploma courses stand as a testament to our dedication to providing high-quality training in the field of construction. The NCC School has always been a beacon of innovation and a hub for nurturing skilled professionals, and this year is no exception.

Diverse Diploma Courses in Construction Excellence

Our carefully crafted diploma courses are designed to equip students with the knowledge and practical skills necessary to excel in the dynamic construction industry. From civil engineering to project management, our curriculum is aligned with industry standards and tailored to meet the evolving needs of the construction sector.

Cutting-edge Facilities and Industry-Relevant Training

At NCC School, we understand the importance of practical experience in shaping successful careers. Our state-of-the-art facilities and hands-on training programs provide students with real-world exposure, ensuring they are well-prepared to tackle the challenges of the construction field upon graduation.

A Commitment to Quality Assurance

As we unveil our diploma courses for 2024, I want to emphasize our unwavering commitment to quality assurance. The NCC School adheres to the highest standards in education, and our programs are meticulously designed to meet or exceed national and international benchmarks. We have a dedicated team of professionals and a robust quality assurance framework in place to ensure that our students receive the best possible education.

Partnerships and Opportunities

In the ever-evolving construction industry, collaboration is key. We have fostered strong partnerships with leading construction firms, industry experts, and governmental bodies to provide our students with unique opportunities for internships, industry projects, and networking. These partnerships enhance the practical relevance of our diploma courses and open doors to exciting career prospects.

Conclusion

I invite you to explore the wealth of opportunities that await you at NCC School. Whether you are a prospective student or a stakeholder in the construction industry, our diploma courses are designed to empower individuals and contribute to the advancement of the construction sector.



VISION

A Robust and Competitive Zambian Construction Industry

MISSION

To regulate, promote and build the construction industry's capacity for sustainable infrastructure development

CORE VALUES

Efficiency
Environmentalism
Fairness
Inclusiveness
Integrity
Professionalism

NATIONAL COUNCIL FOR CONSTRUCTION

National Council for Construction (NCC) is a statutory body whose mandate is drawn from the National Council for Construction Act No 10 of 2020. NCC has the responsibility of providing for the promotion, development, training and regulation of the construction industry in Zambia.

Among others, particular functions of NCC as set out in the National Council for Construction Act are to provide for the:

- Promotion and development of the construction industry in Zambia.
- Registration of contractors.
- Affiliation to the council of professional bodies or organisations whose members are engaged in activities related to the construction industry.
- Regulation of the construction industry.
- Establishment of the Construction School.
- Training of persons engaged in construction or in activities related to construction; and
- Matters connected with or incidental to the foregoing.

THE NATIONAL CONSTRUCTION SCHOOL

The National Construction School (NCS) administers part of NCC's mandate related to capacity building and growth of the Zambian construction industry.

The function of the school is to:

- provide training to medium and small scale contractors;
- promote, coordinate and control research on local construction materials and appropriate construction materials; and
- to improve and facilitate the accessibility to training in the construction industry in Zambia that comprise building (residential and non-residential), roads and other civil engineering works (roads, bridges, water and sanitation infrastructure etc) in order to strive to achieve and maintain the highest possible standards in the industry

ENTRY REQUIREMENTS

Minimum Company Requirements

1. Registered company with the Registrar of Companies;
2. The Company must be registered with National Council for Construction; and
3. Prospective contractors who are not registered with NCC are welcome under special conditions.

Minimum Requirements for Individual Admissions

1. Minimum Grade 12 full certificate.
2. Good knowledge of written and spoken English.
3. A pass in mathematics.
4. Any formal training in construction related course is an added advantage; and
5. Not less than two years' field working experience.

Other Specialised Courses

Special arrangements can be made for bigger institutions, local authorities, Ministries and other persons engaged in the construction industry to have tailor made courses specifically design to suit their capacity building initiatives who need to train 10 or more employees.

Teaching Strategies

Learning constitutes theory lessons, demonstrations, simulations, site visits, projects and practical training. The theory lessons are conducted both through the online and physical platforms.

Course Fees and Dates

The start dates of individual programmes are indicated in the brochure. It should also be noted that fees indicated cover tuition handouts or electronic copies of materials, certification and administrative costs. Participants are required to make their own arrangements where accommodation and meals are concerned.

ACCOMODATION AND MEALS

NCC offers hostel accommodation and meals on a first come, first served basis. The rate for the hostel accommodation is charged as follows per bed space per person

4 weeks	K1,500
3 weeks	K1300
2 weeks	K1,100
1 week	K900

Also note that fees are subject to change at Management's discretion. NCC also has a canteen where a food menu with costs is available.

COURSES OFFERED

The following skill award courses are being offered in 2024

BASIC LAND SURVEY

Zambia has consistently continued registering increased growth in the construction industry. Due to a rise in construction activities, there has been increased utilization of land that was previously un-surveyed for construction purposes which has led to shortage of trained and skilled personnel in the industry. The shortage of trained construction surveying personnel is further worsened due to the phasing out of surveying training programmes at both certificate and diploma levels in colleges and trades schools.

It is against this background that the Skills Award in Basic Land Surveying Training Programme has been developed to meet the increased demand for qualified construction land surveying personnel.

Programme purpose

The purpose of the programme is to equip the trainee with knowledge, skills and attitudes required to enable them carry out basic land surveying activities to acceptable standards using both basic and high precision instruments; and produce raw data within the required accuracy and precision, which would later be used by design engineers for production of design plans and specifications.

Programme Outcomes

On completion of Programme the trainee will be able to:

- Apply Basic Land Surveying Principles
- Apply Measuring techniques for different types of surveying works.
- Use ICT Surveying Software
- Operate Surveying Equipment
- Practice Occupational Safety and Healthy Environment in Surveying
- Demonstrate efficient Communications Skills
- Interpret legal aspects of land surveying.
- Demonstrate entrepreneurship skills to manage a business enterprise.

Programme Structure

The course comprises of four weeks of theory and four weeks' practical sessions.

Start date: 8th July 2024
Duration: 8 weeks
Cost: K5,100.00

ROAD CONSTRUCTION AND MAINTENANCE SUPERVISION COURSE

The inadequacies of training or experience amongst contracting staff that would be directly responsible for contract supervision has been identified. It has, therefore, been established that the range of training modules need to be availed to the building' supervision staff for enhancing the skills level in construction management to improve their performance.

It is against this background that the course has been developed. The course provides qualified Labour based Road Supervisors /overseers who will apply the skills acquired through this programme and other related disciplines.

Programme Purpose

The purpose of the programme is to equip the trainee with knowledge, skills and attitudes required in supervising road construction and maintenance operations.

Programme Outcomes

On completion of the programme the trainee will be able to.

- Apply fundamentals of road construction.
- Effective and efficiently manage construction operations.
- Apply Computer skills.
- Communicate effectively and efficiently in the workplace.
- Undertake paved and unpaved road construction and maintenance.
- Apply Entrepreneurial skills.
- Interpret Construction drawings.

Programme Structure

The course runs for the total of 18 weeks of which 8 weeks of theory encompass road works operations, contract management and business management and 10 weeks' practical phase include road works operations, spot improvement, gravelling and drainage structures maintenance and construction.

Start Date:	4th March, 2024 12th August, 2024
Duration:	18 weeks
Cost:	K 8,100.00

DIPLOMA IN HIGHWAY ENGINEERING

There has been an increase in activities in the road construction sector in Zambia. This increase is demands for qualified Human Resource in the form of highway technologists. These technologists serve as inspectors of works, foremen and supervisors.

At the moment, none of the learning institutions in Zambia are providing training to this effect which has resulted in a shortage of skilled personnel at diploma level in highway technology. This has resulted in duties of technologists being abdicated to artisans resulting in issues of quality. On the other hand, where the technologist has been found, most likely they have been trained out of the country at great cost or they are expatriates.

Programme Purpose

The purpose of the programme is to equip the trainee with knowledge, skills and appropriate attitudes to effectively and efficiently perform duties of a highway technologist for construction and maintenance of roadworks.

Programme Objectives

- Interpret social, economic and environmental reports relating to highway engineering.
- Manage day to day activities of works on construction sites safely.
- Monitor and inspect construction activities diligently.
- Adhere to agreed and stipulated specifications, standards, contracts, construction drawings and Bills of Quantities (BOQ).
- Prepare “as built” drawings.
- Apply engineering and surveying concepts to construction works correctly.
- Use construction material science and principles in construction work.
- Apply risk management with stakeholders.
- Communicate effectively and efficiently.
- Apply entrepreneurial and computer application skills effectively.
- Adhere to statutory regulations.

Programme Structure

The course will run for a total of 3 years inclusive of 3 months' industrial attachment. The course will be offered both virtually and physically as a blended type of pedagogy.

Course start date: March - April 2024

Course fee: TBA

DIPLOMA IN BUILDING CONSTRUCTION WORKS MONITORING AND MANAGEMENT

The construction industry has been one of the high growth sectors in the Zambian economy the past five (05) years. The level of economic activities in the sector has brought both opportunities and challenges for all players.

One challenge that has dogged the industry is the quality of work and capacity to complete projects on time and within budget and to customer/clients satisfaction, partly attributed to the absence of qualified and experienced daily on-site quality assurance auditors such as Clerk of Works. Currently there are no training programmes for this type of construction professionals. It is against this background that the curriculum for the Diploma in Building Construction Works Monitoring and Management in construction has been developed.

Programme Purpose

The purpose of the programme is to equip the trainee with knowledge, skills and required attitudes to enable them effectively and competently monitor and inspect construction works of varying degrees of complexity and value on behalf of the Consultant or Client, to international and approved standards.

Programme Objectives

- Effectively monitor and inspect construction sites and works in accordance with client's requirements.
- Ensure that agreed specifications, contract, construction, drawings and Bills of Quantities (BoQ) are adhered to.
- Apply engineering concepts to construction works.
- Solve mathematical problems in construction.
- Apply construction material science principles in construction work.
- Manage emergencies and disasters.
- Communicate effectively and efficiently; and
- Apply entrepreneurial skills effectively and efficiently.

Programme Structure

The programme will run for a period of two years inclusive of 3 months' industrial attachment.

Course start date: March - April 2024

Course fee: TBA

CULVERT AND DRAINAGE STRUCTURES COURSE

The performance of any road depends on an effective and efficient drainage system. However, the current Local Road Authorities (LRAs) establishment has inadequate human resource capacity to effectively design, construct and supervise the drainage works.

The course has been developed to establish the competences required for someone to effectively design and supervise construction of road drainage system in order to help avoid some of the pitfalls that are usually experienced in respect of watercourses, siltation, erosion and wash ways and the consequent high cost incurred during maintenance or rehabilitation.

Programme Purpose

The purpose of the programme is to equip trainees with knowledge, critical skills and attitudes required to enable them to optimally design, maintain, supervise and ensure quality construction of drainage structures thereby upholding sustainable road infrastructure development.

Programme Objectives:

On completion of the programme, trainees will be able to:

- Observe occupational health, safety and environment best practices.
- maintain, supervise and ensure quality drainage structures
- Construct drainage structures
- Communicate effectively and efficiently in the workplace.
- Effectively apply entrepreneurship skills
- Apply Computer skills

Programme Structure

The course runs for a total of 8 weeks of which 3 weeks are theory covering basic road works operations and intensive drainage structures construction and 5 weeks of practicals which include hands on construction of culverts, drifts, scour checks, and other drains.

Start Date: 8th April 2024

Duration: 8 weeks

Cost: K 6,100.00

SUSTAINABLE BUILDING WORKS SUPERVISION

The course in Sustainable Building Works Supervision is formulated to improve the construction supervisory skills, competences and altitude. This course will also help:

- Enhance supervisory skills for artisans, technicians and technologists.
- Construction professionals satisfy construction Industry demand on quality works
- Provide for Continuous Professional Development (CPD) in the construction sector, thereby encouraging career progression, reduce challenges caused by technological advancement in the construction sector.

Programme Purpose

To provide both formal and informal sectors of the economy with competent human resources able to carry out and supervise building work sites to the satisfaction of customers.

Programme Objectives

On completion of the programme, the trainee will be able to;

- Observe building regulation and use of construction resources efficiently and effectively
- Interpret contract documentation
- Effectively supervise construction works
- Communicate effectively
- Apply general principles and practice of building construction.
- Maintain a safe, gender sensitive and healthy working environment.

Programme Structure

The course runs for the total of 8 weeks of which 4 weeks is theory encompassing building works operations, contract management and business management and 4 weeks is a practical phase.

Start Date: 2nd September 2024

Duration: 8 weeks

Cost: K 5,100.00

MANAGEMENT OF CIVIL ENGINEERING CONSTRUCTION PROCESSES

Zambia is currently experiencing a critical shortage of trained and skilled construction workers. This trend has led to an increase in sub-standard construction works and importation of trained and skilled labour from other countries at a great cost to the nation. One of the seriously affected areas is the management of civil engineering construction processes. There is lack of knowledge in management of civil engineering processes to ensure that construction products are delivered on time, within the budget and to specified quality.

It is against this background that the skills award course in Management of Civil Engineering Construction Processes has been developed to meet the increased demand for qualified personnel in this area.

Programme Purpose

The purpose of this programme is to equip the trainee with knowledge, skills and appropriate attitudes to enable them manage civil engineering construction processes in an effective, efficient and competent manner.

Programme Objectives

On completion of the programme the trainee will be able to:

- Contribute effectively to the execution of work and controlling usage of resources in liaison with management;
- Provide timely feedback between head office and the site;
- Effectively communicate company rules and policies to the workers;
- Ensure quality control processes are followed in liaison with management;
- Ensure safety and health on civil engineering sites;
- Effectively manage records on materials used and progress made on the job;
- Interpret drawings and programmes of works;
- Effectively apply entrepreneurial and communication skills to management of civil engineering works.

Programme Structure

The course runs for a total of 8 weeks comprising theory sessions, case studies and site visits.

Start Date: 6th May 2024

Duration: 8 weeks

Cost: K 5,100.00

OCCUPATIONAL HEALTH AND SAFETY

The safety of a worker is an international human right which places direct responsibility on employers to ensure that it is adequately provided for in a company, institution or organisation. It is incumbent upon employers to ensure that their safety policy is consistent with their workers and stakeholder expectations at local and international level and that occupational safety and health practices enhance the welfare of staff, productivity and goodwill from clients.

This course has a focus on the significance of OSH and the role of executives and managers in policy development and its implementation for their organizations in the Construction Industry. OSH is envisaged to be a standard regulatory requirement for the construction industry on consultants, contractors, government institutions and private companies.

Programme Objectives

The objective of the course is to engage executives and managers in the design and implementation of OSH policy based on the significance of OSH in the construction industry, safety protocols and relevant stakeholders.

Programme Content

An overview of OSH and its significance in the construction industry. Local and International Safety protocols and OSH stakeholders. OSH policy development and implementation.

Target Group

Executives, managers and administrators of companies, institutions and government departments in the construction industry; consultants, contractors and engineers, Senior Managers, Union Leaders, Directors

Programme Structure

The course comprises theory sessions, case studies and site visits.

Start Dates: 18th March 2024
12th August 2024
Duration: 4 weeks
Cost: K5,100.00

EARTH MOVING PLANT OPERATORS TRACTOR TOWED GRADER COURSE

This modular course targets interested self-sponsored individuals and company sponsored persons. A valid driver's license is an added advantage.

Programme Purpose

The purpose of this programme is to provide participants with knowledge, skills and attitudes to effectively and efficiently operate the equipment to achieved desired results. The course emphasizes the safety of the operator, the machine and furthermore the work environment. The Council trains in the following machines:

- Excavators
- Motor Grader and Tractor Towed Grader

Programme Structure

The participant train on the equipment of their choice. One machine presents a module; therefore, each trainee shall be trained in one machine at a particular time. The programme is designed in such a way that both theory and intensive practical training are done. The level of competence achieved is assessed during and at the end of module before certification.

Start Dates: This course is conducted as and when classes are constituted by machine type

Duration: 3 weeks

Cost: K 7, 500.00 per course per machine

Note: A valid driver's license is a requirement for all machines except for the Excavator

CONSTRUCTION MATERIAL TESTING

As the construction industry grows there is a need to establish quality control of materials used in construction. Though the importance of understanding of materials used in construction is widely recognised, there has been lack of formal training of personnel at Construction of Material Testing Assistant level.

It is against this background that this short course for Construction Material Testing Assistants has been developed, in order to help the nation, build high quality durable structures at minimum life cost cycle.

This course will therefore, provide the construction industry with qualified Construction Materials Testing Assistants who will apply the acquired knowledge, skills and attitudes in the process of ensuring that materials used in construction comply with required standards and specifications. The trained persons will be utilised in both the formal and informal sectors of the economy.

Programme Purpose

The purpose of the programme is to equip trainees with knowledge, skills and attitudes in testing of construction materials to enable them carry out materials tests both in the laboratory and in the field to acceptable international standards.

Programme Outcomes

On completion of the programme, the trainee will be able to:

- Carry out materials sampling and testing procedures both in the laboratory and in the field
- Determine properties and quality of different types of construction materials
- Maintain high standards of safety, health, environment while carrying out tests in the laboratory and in the fields.
- Apply entrepreneurship skills
- Use information and communication technology.
- Communicate effectively both internally and externally

Programme Structure

The course is structured to run both theory and practicals at the same time. Therefore, theory and practicals lessons are conducted side by side.

Start Dates: 15th April 2024
7th October 2024

Duration: 8 weeks

Cost: K 6,100.00

START AND IMPROVE YOUR GREEN CONSTRUCTION BUSINESS

The construction sector is one of the key sectors identified for its potential for improving energy efficiency and reducing emissions in conjunction with prospects for enhanced job creation.

Start and Improve Your Green Construction Business (SIYGCB) is a comprehensive entrepreneurial and management training programme developed by the International Labour Organization for owners and managers of existing and emerging contracting businesses in the construction industry, with a specific focus on green construction and building.

Programme Purpose

The training programme is designed to respond to three concrete challenges: the search for sustainable growth which are the need for adequate, healthy, and energy efficient housing and for social sustainability through the creation of decent work. Micro, small and medium enterprises (MSMEs) that participate in the programme are expected to identify opportunities to make their enterprises greener and develop a plan for participating in green construction.

Programme Outcomes

On completion, the trainee will be able to:

- Make a link between their business activities and impact on environmental sustainability while at the same time achieving decent work for all within the construction value chain.
- Minimise on their environmental footprint.
- Utilise fewer non-renewable resources in favour of renewable building materials such as using energy-efficient technologies and processes.
- Minimise waste, pollution, and maximise the comfort of people inside green buildings.
- Enhance competitiveness and promote sustainable business and decent work among MSMEs in the construction sector.
- Encourages participants to consider greening their contracting businesses, to develop competitive advantages over businesses offering only conventional building materials and technologies.

Programme Structure

This is a theory-based programme, coupled with case studies and site visits.

Start Dates: The course is conducted throughout the year once a class meets minimum required enrolment numbers. It is also conducted with other weekly short course online.

Duration: 1 week

Cost: K1,600.00

CONTRACTS MANAGEMENT

The demand and complexities in infrastructure development keep growing day by day. This is further compounded by the advancements in technology, construction materials and construction techniques. The above have increased the costs and risks in putting up infrastructure. It is, therefore, critical that the process of undertaking infrastructure development is managed and coordinated in an efficient and effective manner so as to attain value for money without compromising quality on any of the essential construction parameters.

Programme Purpose

To provide the trainee with skills and competencies to effectively manage the construction projects in view of the demanding needs of the ever expanding construction industry in order to guarantee value for money and manage associated risks.

Programme Outcomes

On completion of the programme, the trainee will be able to;

- Promote safer gender sensitive and working environment;
- Identify challenges, risks and problems that are encountered during contracts implementation and resolve them accordingly;
- Improve the understanding of the roles and responsibilities of the building team;
- Apply management skills more effectively and efficiently in managing construction contracts;
- Communicate more effectively and efficiently;
- Better utilize building equipment, machinery and tools; and
- Manage contractual legal aspects and management roles more effectively and efficiently.

Programme Structure

The course runs for a total of 8 weeks comprising theory sessions, case studies and site visits.

Start Date: 10th June 2024
4th November 2024

Duration: 8 weeks

Cost: K 5,100.00

TAILOR MADE COURSES

Other courses can be offered by the Construction school by making Special arrangements by the interested institutions, local authorities, Ministries and other persons engaged in the construction industry to have tailor-made courses specifically designed to suit their capacity building initiatives; a minimum of 10 employees can be trained.

Other short courses offered include:

COURSE	DURATION	TUITION FEES	START DATES
BUILDING COURSES			
Steel Fixing	2 Weeks	K 1,600.00	4th March, 2024
Tiling	2 Weeks	K 1,600.00	6th May, 2024
Plumbing	2 Weeks	K 1,600.00	3rd June ,2024
Carpentry	2 Weeks	K 1,600.00	10th June, 2024
Painting	2 Weeks	K 1,600.00	8th July, 2024
ICT COURSES			
AutoCAD	2 weeks	K 3,100.00	13th May, 2024
Auto CAD	2 weeks	K 3,100.00	5th August, 2024
MS Project	2 weeks	K 3,100.00	7th October, 2024
OTHER TRAINING PROGRAMMES			
Paving Technology	2 weeks	K1, 600.00	6th May, 2024
Paving Technology	2 weeks	K 1, 600.00	2nd September,2024
Paving Technology	2 weeks	K 1, 600.00	7th October, 2024

MANAGEMENT AND TRAINING STAFF

Prof. Paul L. K. Makasa – Executive Director

Eng. Wendy Nambule Mukape – Principal

Eng. Jeremiah Sande – Training Manager

Eng. Timothy Musole – Laboratory Manager

Eng. Titus Chiwembe – Materials Specialist

Eng. Thomson Mwango - Materials Specialist

Eng. Stephen Kuwani – Buildings Engineer

Eng. Martin Daka - Roads Engineer

Mr. James Chintu – Acting Quality Assurance Specialist

Mr. Jeffrey Lifumbo - Training Officer

Ms. Grace Mutale - Training Officer

Mrs. Catherine Musunga Machiko - Training Officer

Ms. Effa Nyangulu - Training Officer

Mr. Oswald Mweemba - Training Officer

Ms. Maureen Chali Chomba – Personal Assistant to the Principal



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