

**CANADIAN BOARD OF EXAMINERS FOR PROFESSIONAL SURVEYORS**

**C11 – BUSINESS PRACTICES & THE PROFESSION**

**March 2022**

**Note: This examination consists of 9 questions on 2 pages.**

**Marks**

**Q.No**

**Time: 3 hours**

**Value    Earned**

1.	In your proposal letter to the client you wrote: “Our fees will be \$9500”. The job is now complete and your firm had incurred costs of \$7500. Explain how much you will invoice the client. Provide your reasons.	10	
2.	Though a business may pay an employee \$35 an hour, the business will invoice the employee’s time at a much higher hourly rate, plus disbursements. Ignoring the field disbursements, list the primary payroll burdens and business costs used to determine the “multiplier or mark-up” applied to the employee’s base hourly rate.	10	
3.	A potential client telephones and says “I need a survey.” What are the ten most significant questions you should ask? (1 mark per significant question)	10	
4.	A PLS at company B calls and says, “I am surveying Lot 117 adjacent to the survey plan you prepared six months ago. My building ties disagree with the ties shown on your plan by 0.12m.” What, if anything, will you do?	10	
5.	Advertising by PLS businesses may be regulated by Provincial Statutes and Regulations or by Association Bylaws. Explain the restrictions or constraints in your jurisdiction and provide three examples of what you consider non-conforming advertising.	10	
6.	On January 30 you completed a survey.  On February 18 you emailed the client an invoice for \$4400.00. On March 7 you call the client and the owner advises that the company was in financial difficulty and will not be able to pay your invoice or in fact any of its outstanding debts.  What, if any, are the possible options to get your invoice paid? What will you do?	10	
7.	Define the following terms and if appropriate provide an example: a) ROI, return on investment b) Accounts receivable c) Copyright d) Exit strategy e) PLC, Private Limited Company	3 3 3 3 3	

8.	<p>You have been retained to perform survey layout services for a new shopping mall and provided with a set of architectural drawings with the following disclaimer:  “XYZ Architects does not warrant nor take responsibility for the accuracy of the information. The recipient is responsible for verifying the correctness and completeness of the latest revision of the information issued.”</p> <p>What QCQA practices and procedures will you put in effect?</p>	10	
9.	<p>You receive an email as follows; “Please survey and mark out at 200m intervals the boundary of my property located at ___”. You submit a written proposal letter complete with budget and request a signback. The client telephones and says “Proceed. I will sign off when I get back to the office in two days.”</p> <p>After two days of field and office work and no signback the client emails: “Changed my mind. Do not proceed.”</p> <p>Explain what you will do and what outcome you expect.</p>	15	
<b>Total Marks:</b>		100	