



MINUTES

MINUTES OF THE 2009 PROFESSIONAL PRACTICE COMMISSION MEETING, INTERNATIONAL UNION OF ARCHITECTS

Meeting Dates: September 23-26, 2009

Meeting Host: The Indian Institute of Architects

Meeting Location: LeMeridien Hotel
New Delhi, India

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Thursday, September 24, 2009

1. CALL TO ORDER, SESSION OPENING

Douglas L Steidl, FAIA, Co-director and Secretary, called the meeting to order at 9:00 am and welcomed the delegates to the 2009 Professional Practice Commission Meeting. On behalf of the Commission he thanked the Indian Institute of Architects for their generosity in hosting the meeting, noting the wonderful time had by all at the reception and dinner most graciously sponsored by the Northern Chapter of the IIA the previous evening.

This being the second of three meetings of the Commission in this Triennium, he stated that it was a work meeting to clarify issues and provide input so that the Work Agenda



for the Triennium might be finalized at the 2010 meeting. The four goals of the Commission established in Marrakesh were enumerated for the members, who were directed to the Agenda Item 1 document, attached to these minutes as Appendix 1, enumerating the work of the Commission by goal. The goals:

- Aspirational Standards
- Implementation of Standards
- Architect Mobility
- Equity Issues

He then turned the meeting over to Professor Zhuang who served as the Chair on Thursday.

Professor Zhuang added his welcome to those present, and expressed his thoughts on the diverse matters of importance before the Commission, which will require all participants to be time conscious.

2. WELCOME REMARKS BY THE MEETING HOST

Balbir Verma representing the Indian Institute of Architects welcomed the delegates and introduced President Vinay Parelkar of the IIA. Ar. Parelkar stated how thrilled the architects of India were to host the UIA Professional Practice Commission and explained that they scheduled their own IIA Council Meeting to coincide with the PPC Meeting, so that the two groups will have several occasions to interact and share fellowship.

3. WELCOME REMARKS BY THE PRESIDENT OF THE INTERNATIONAL UNION OF ARCHITECTS

Louise Cox expressed her delight at the work of the Commission and stated that the Commission's goals are consistent with those of the UIA goals. Mrs. Cox then introduced Ar. J.R. Bhalla, a former president of the UIA, offering him the chance to make some remarks. Former president Bhalla provided an inspirational talk outlining the items he believed to be critical for the PPC:

- Insure the architectural profession succeeds.
- Strengthen the "grassroots", the everyday architect working to do their best.
- Prepare to serve at times of disaster.
- Practice universally but sustain local cultures.
- Relate the scope of services to the fees.
- Encourage reciprocity.



4. INTRODUCTION OF PARTICIPANTS AND GUESTS

Each of the participants was then invited to introduce themselves, state who they represented and the position they held in their member-section or regional organization. A List of Participants is included with these minutes as Appendix 2.

5. ADOPTION OF THE MINUTES OF THE December 10-12, 2008 MEETING INMARRAKESH, MOROCCO

The minutes of the December 10-12, 2008 annual meeting of the Professional Practice Commission were posted to the PPC Website (www.aia.org/about_uia) in January 2009 and the attendees to the Marrakesh meeting were notified by e-mail of their posting. They were also distributed by email as Item 5 on this Agenda.

There were no comments or corrections from the Commission members.

ACCLAMATION: The Minutes of the 2008 Annual Meeting were approved by acclamation.

The approved Minutes of the 2008 Annual Meeting are included with these Minutes as Appendix 3.

6. ADOPTION OF THE PROVISIONAL AGENDA

The provisional agenda had been circulated with the pre-meeting materials. It was noted that the most recent provisional agenda was dated September 15, 2009. The agenda is attached to these minutes as Appendix 4.

There were no additions or modifications to the Agenda.

MOTION: The Chair declared the Agenda approved as proposed.

7. REPORT ON THE QUESTIONS POSED BY LOUISE COX REGARDING THE PROFESSIONAL PRACTICE COMMISSIONS WORK PROGRAM FOR 2008-2011

The Chair recognized Douglas L Steidl to present this item. Mr. Steidl noted that Louise Cox had offered 11 questions at the Marrakesh meeting asking the Commission to



respond to how they are or will address each action suggested by these eight topics consisting of 11 questions. These same questions have been asked of all Commissions and Work Groups, by the UIA President. It was noted that the Co-Directors had jointly prepared a written response to the questions which had been transmitted to the President of the UIA in February 2009. The response to the questions is attached to these minutes as Appendix 5. Mr. Steidl noted that the Commission had in process at the 2008 meeting work items that addressed seven of the eight topics. The one issue not being strongly addressed by the questions was Sustainability. Therefore, that item was added to this year's agenda and will be addressed by two presentations and discussion through items 18 and 19.

Mr. Steidl then asked Mrs. Cox to respond regarding the reply prepared by the Co-Directors. She stated that she was very pleased with the response and the action taken to address sustainability, and thought the PPC was effective in addressing her concerns for the UIA triennium. She mentioned that the list of issues was generated by both herself and Giancarlo Ius.

8. REPORT OF THE PROFESSIONAL PRACTICE COMMISSION SECRETARIAT

The Chair recognized Douglas L Steidl, FAIA, Co-Director and Secretary to make this report.

A power point presentation was utilized to make this report, a copy of which is attached to these minutes as Appendix 6. The significant points in the presentation included:

1. Preparation and distribution of the 2008 Annual Meeting Minutes and Appendices
2. Representation of the Commission at the UIA Council Meetings in San Jose, Costa Rica and Foz do Iguasu, Brazil.
3. Adoption by the Council of the five Motions presented to the Council in San Jose:
 - Hosting and updating of the COAC Practice Data Website by the UIA.
 - UIA Council's acceptance of responsibility for concluding the Client-Architect Agreement.
 - Approval of modifications to the Guideline on the Scope of Services.
 - Approval of and the responsibility for distribution for the Internship Roundtable PPC Statement on the Portability of Internship/Training/Practical Experience
 - Approval of modifications to the Guideline for Procurement.
4. Communication with the World Trade Association including the fact that an invitation has been secured for the UIA to present and distribute materials to the October 2009



meeting of the WTO's Council on Trade in Services. It was noted that Russell Keune would be making that presentation and that Alain Sagne may be accompanying Russell as a listener in his capacity as convener of the Implementation Task Group. (Approval for Mr. Sagne's attendance has since been secured. It was noted that further discussion would occur on this subject in agenda item 21.

5. Communication updates through the PPC website and the UIA Newsletters

6. Planning the 2009 Annual Meeting in conjunction with the Indian Institute of Architects.

7. Goals for the Secretariat prior to the 2010 Meeting presented as follow:

- Upgrade the UIA PPC website and move it to the UIA website.
- Implement a secured share-point system for document distribution.
- Review and update all Practice Notes.

The Secretary expressed his appreciation to:

- Louise Cox and Jordi Farrando for their support and guidance.
- The coordination efforts of the UIA Secretariat.
- The work of the PPC Secretariat staff-Ellen Delage and Theresa Fulginiti.
- The American Institute of Architects for their support of the PPC staff and website.
- Zhuang Weimin for his advice and counsel.

9. REPORT OF THE UIA SECRETARIAT

Jordi Farrando was scheduled to make this report, however 48 hours before the meeting he was force to cancel his trip. The Chair called on Tillman Prinz to report on the status of the Client-Architect Agreement. Mr. Prinz stated that the UIA Secretariat was still negotiating with FIDIC to produce the document. He noted that the UIA Council believed that by choosing FIDIC they had delivered to the firm the opportunity for a new market and this issue should more than compensate for any printing or web-posting costs involved. FIDIC is at this time still seeking compensation for publishing the document. Progress has been made and it is expected that publication will occur shortly.

The Commission emphasized the need to move quickly and conclude the agreement with FIDIC so that the materials prepared become available to practitioners around the world.



The Chair then called on Mr. Steidl to review the status of the COAC website and UIA's management of that data. Mr. Steidl noted the following:

- The UIA Secretariat has obtained the data from COAC.
- The UIA Secretariat had requested proposals for the updating, hosting and servicing of the website, but believed the cost was beyond their financial capability.
- The decision has been made to update, host and maintain the data base internally at the UIA Secretariat and the current computer server capacity necessary is available on site.
- The UIA Secretary-General's written report outlines a timeline for updating the data. His written reports are attached as Appendices 7, 8 and 9.

Louise Cox noted that it was the intention of the UIA to consolidate all Working Group and Commission websites/data bases under the auspices of the UIA Secretariat.

The Commission members commented on the report expressing concurrence with the decision to have the website remain internal to the UIA and encouraging the secretariat to move forward in accordance with the timeline.

A discussion ensued on what additional materials should be requested when the data questionnaire is circulated to all member-sections for factual updates. It was the consensus that the following should be asked:

- Does the member-section have a written Code of Ethics?
- Regarding Practical Experience/Training/Internship:
 - Does the member-section have mandatory PR/E/I as a condition for licensure/registration?
 - If yes, what is the quantitative requirement in terms of years or time units?
 - If yes, are there qualitative units required covering each of the areas of Design and Construction Documents, Construction Contract Administration, Firm Management, Community Involvement, Project Management?
 - If yes, does the system allow for credits to be earned outside the home jurisdiction?
 - If yes, what percentage of the total?
- Please list all accredited educational institutions within the member-section's jurisdiction.



- Does the member-section have a Disaster Preparedness Program and if so, please provide contact information?
- Does the member-section have a website and is it willing to allow a link to that site from the UIA website?
- Is the member-section willing to provide a link from its site to the UIA website?

The PPC Secretary will forward this list of questions to the UIA Secretary-General, asking that the requested data be included in the member-section questionnaire, recognizing that it must be reviewed for proper wording in accordance with data collection standards.

10. REPORT ON THE UIA COUNCIL MEETINGS

The Chair called upon Louise Cox to make this report.

President Cox shared her comments on the Council meetings held in San Jose, Costa Rica and Foz do Iguasu, Brazil, noting the following:

- The transition of the Director of Administration from Francine Troupillon to Nicholas Jelansky.
- The new item of business at each Council meeting addressing issues of Architecture and Quality.
- The UIA has taken over the role of Secretariat to the UN Habitat Professionals Forum.
- UIA has prepared materials and is working to receive an invitation to present at the main session of the COP 15 Conference in Copenhagen, Denmark.
- The internet magazine “Fluidbook GsC” is now free to be accessed through the UIA website.
- UIA has championed the cause of the young architects of L’Aquila, Italy asking member-sections to provide internships to the 180 young architects who have lost their jobs.
- The future Bureau, Council, Forums and Congress dates were presented.
- Balbir Verma has taken over the Disaster Preparedness work group. Mr. Verma requested that all member-sections provide information on their Disaster Preparedness Programs.



President Cox invited Albert Dubler to expand on the preparations for the COP 15. Mr. Dubler reported that the official invitation application has been submitted, but as of yet no response has been received. He explained that the UIA was inviting the young architects of L'Aquila, Italy to participate in the conferences exhibition and that through donations sleeping locations have been acquired for these individuals.

The written report is attached to these minutes as Appendix 10, along with the Professional Practice Commission Reports to the two Council Meetings as Appendices 11 and 12.

11. REPORT OF THE DRAFTING PANEL ON REVISITING THE EXISTING RECOMMENDED GUIDELINE ON ROLES OF PROFESSIONAL BODIES AND RELATIONSHIPS BETWEEN NATIONAL PROFESSIONAL BODIES AND REGULATORY BODIES

The Chair recognized Ian Pritchard to make the presentation.

Ian Prichard utilized a series of Power Point slides to explain the document distributed for discussion. The Power Point Presentation is attached as Appendix 13 and the drafting panel paper as Appendix 14. Mr. Pritchard requested input on two primary premises:

1. The drafting panel recommends that the Policy and Guideline on Regulatory Bodies and the Policy and Guideline on Professional Bodies be combined into one Policy and Guideline perhaps entitled "Architectural Governance."
2. The drafting panel believes this outline defines the impact of "bodies" on the architect.

In addition, he welcomed any other items of concern from the Commission members.

After discussion the Commission concurred with the drafting panel's recommendations above stating the first proposed approach provides a more comprehensive understanding of the two bodies and allows more individual flexibility for member-sections, while increasing clarity.

The second statement's concurrence derived from the list of tasks, which clearly enumerates the areas of impact on the architect.

Additional comments for consideration were offered as follow:

- Note that Codes and Ethics apply to both bodies.



- Include language that all discipline of architects should occur in their home jurisdiction.
- Emphasize more the function of governance and place less emphasis on the structure of how to govern.
- It was noted that this Policy and Guideline is oriented toward member-sections without professional and regulatory bodies, but is also very useful for member-sections where such bodies already exist.

MOTION: It was moved by Bonnie Maples and seconded by Shinjiro Wachi that one policy and guideline be developed addressing the Governance of Architects and that the drafting panel continue its work, aiming to finalize the documents for approval at the 2010 PPC meeting. The motion was approved unanimously by voice vote.

12. REPORT ON THE UIA EDUCATION COMMITTEE MEETING, THE UNESCO-UIA CHARTER FOR ARCHITECTURAL EDUCATION AND THE UNESCO-UIA VALIDATION SYSTEM

The Chair recognized Louise Cox to present this report.

President Cox distributed written report on the Reflection Groups, UIA Education Commission and the UNESCO-UIA Validation Council. This report is attached to these minutes as Appendix 15.

The highlights of the report included:

- Consolidation of the Reflection Groups.
- Dr. Sungjung Chough of Korea has become the Co-Director of the Education Commission along with Fernando Ramos of Spain.
- Revisions to the UNESCO-UIA Charter for Architectural Education and the Education Policy Paper have begun.
- Support for the Yaounde School in Africa was voted along with starting a funding trust to support future work of the school.
- The Validation Council acknowledged the accreditation of the Japanese accreditation system, JABEE, and the Korean accreditation system, KAAB.
- The Validation Council is working with the Central American Validation System.

13. UPDATE ON INTEGRATED PRACTICE AND BUILDING INFORMATION MODELING



The Chair recognized Shinjiro Wachi to make this presentation.

Mr. Wachi utilized a power-point presentation to update the Commission members on the continuing development and utilization of Integrated Practice and BIM. A copy of his presentation is attached as Appendix 16.

At the 2008 Commission Meeting it was determined that the Professional Note on Integrated Project Delivery was to be consolidated and posted on the Commission's website. Mr. Wachi updated the Practice Note, attached as Appendix 17. This document will be placed on the website.

14. REPORT ON THE UIA JOINT OVERSIGHT COMMITTEE ON CONTINUING PROFESSIONAL DEVELOPMENT

The Chair recognized Bonnie Maples, the PPC Representative to the Joint Oversight Committee on Continuing Professional Development, to make the presentation.

Ms. Maples' written report is attached as Appendix 18. In her verbal presentation she emphasized the realities of the CPD Program, specifically noting:

- The lack of participation in the program resulting in no critical mass of materials or interest. There are two providers that have contributed to date, Spain and Australia.
- The fact that to date there have been absolutely no sales of CPD courses. This reflects in zero operating income.
- The General Program Operator continues to utilize the funds raised from stock purchases to operate, but cannot continue indefinitely.
- In addition to Spain (CSCAE), three other member-sections have purchased shares, The American Institute of Architects, The Australian Institute of Architects and the South African Institute of Architects.
- Two recommendations from the JOC were approved at the UIA Council Meeting in Brazil. 1. All shareholders in the CPD Company may participate in the JOC meetings as "observers". 2. A review Committee was established to assess and make recommendations on new applications from the CPD Systems.
- The list of JOC Membership was distributed as part of the report.



15. REPORT OF THE DRAFTING PANEL ON REVISITING THE EXISTING RECOMMENDED GUIDELINE ON CODES AND ETHICS

The Chair recognized Ian Pritchard to present the work of the drafting panel since John Wright was unable to attend due to health reasons. The draft Guideline is attached as Appendix 19.

Mr. Pritchard noted several items either discussed at the 2008 Commission meeting or which the panel believed of significance and then indicated how they are incorporated in the proposed document. These included:

- The document is divided into four Obligation sections: General, the Public Interest, to the Client, and in the Interests of the Profession.
- The term “All providers of architectural services” has been used to cover all participants in the design process, not just those licensed as architects.
- Paragraph 1.4 includes language defining “responsible control” which the panel believes addresses the issues discussed in the 2008 PPC meeting regarding Outsourcing of services.
- Paragraph 1.6 through 1.8 discuss fees noting that the panel believes this language is necessary to protect both the architect and the public of the pitfalls which often cause legal, technical and relational problems on projects.
- It is the panel’s belief that the paragraphs of Principle 4, Obligations in the Interests of the Profession, protect the interests of architects in their home jurisdictions and in relationships across borders.

A significant discussion proceeded during which many points were put forward. The intent was to provide feedback to the drafting panel. The following items represent a summary of those comments:

- Use the term “Architect” in lieu of the words “All providers of architectural services”. In a straw poll to judge the strength of this desire the results were 20-2 in favor of the use of the word “Architect”.
- Should the term Architect be utilized, the definition is included in other locations within the Accord and need not be duplicated in this document.
- Utilize the key phrase “health, safety and welfare” when defining the Obligations in the Public Interest.



- Utilize the term “professional confidentiality” in lieu of “Professional security”.
- There may be locations or situations where indemnity insurance is not available.
- All references to regional or member-section standards should be footnoted and if appropriate then included in an appendix as opposed to including references in the text.
- In Paragraph 1.6 it was recommended that only the first paragraph be utilized. Thus it is recommended that the second sentence with its bullet points be eliminated. In an effort to gain the extent of support for this suggestion a straw poll was taken with the results being 12-1 in favor of the change.
- Related to Principle 2, it was noted that Architectural ethics are about “respecting/helping people” and this should be reflected in the first paragraph.
- The wording in Paragraph 4 should be strengthened to be more consistent with the Guideline on Practice in a Host Nation. Section 6 of the Code of Ethics of the South African Institute of Architects was recommended as a source of wording to assist the panel.
- Consider stronger language to insure covering the “outsourcing issue” in Paragraph 1.4.

MOTION: It was moved by Louise Cox and seconded by Shinjiro Wachi, that the work of the drafting panel be continued to the 2010 meeting of the PPC and the suggestions and comments be provided to the panel for its consideration. The motion was approved unanimously by voice vote.

16. UPDATE ON COMPILATION OF MATERIALS RELATED TO: NEGOTIATION/MEDIATION/ARBITRATION

The Chair called upon Tillman Prinz to present this item.

Mr. Prinz overviewed his report adding several examples of when one dispute resolution methodology might be preferable over another. The report is attached as Appendices 20, 21, 22 and 23. After some discussion, the Commission recommended that a section be included in the document on the “Architect as Mediator”.



MOTION: It was moved by Tillman Prinz and Seconded by Louise Cox, that a paragraph on the “Architect as Mediator” be added to the document on Negotiation/Mediation/Arbitration and that the document then be posted to the PPC Website as a “Practice Note”. The motion was unanimously approved by voice vote.

17. DISCUSSION ON FOLLOW-UP REGARDING THE 2008 INTERSHIP ROUNDTABLE HELD IN MARRAKESH, MOROCCO

Stephen Nutt prepared a paper to inform the Commission members of possible future actions which could be taken to enhance the transportability of practical experience credentials. The paper is included as Appendix 24. Due to Mr. Nutt’s inability to be present, the Chair called upon Douglas L Steidl to present the materials. Mr. Steidl reviewed the “Internship Roundtable Recommended PPC Statement on the Portability of Internship/Training /Experience”, noting the two items recommended to member-sections: 1) Unilateral adoption of recognition of practical experience gained in foreign jurisdictions and 2) the development of cross-border MRA’s. He reminded the Commission members that the USA accepts one year of experience in a foreign location toward the experience requirements for licensure, if acquired under the supervision of a licensed architect. He then explained that since the PPC’s last meeting, the National Council of Architectural Registration Boards in the USA has approved that all foreign experience, if acquired under a US registered architect, may be used toward licensure.

The Commission then discussed the future actions which could enhance the transportability of Practical Experience. The eight considerations enumerated in the paper were considered and two suggestions for additional consideration were put forward: 1) that construction experience be considered useable for at least part of experience requirement and 2) that any document should include a model law.

MOTION: It was moved by Louise Cox and seconded by Ashvinkumar Kantilal that Item 2 of the next steps be requested through the data base member-section survey to be conducted by the UIA Secretariat (See Item 9) and that the PPC establish a drafting panel to review the UIA Guideline on Internship/Training/Practical Experience. The motion was approved by voice vote, without a negative vote, but with one abstention.

18. DISCUSSION ON THE ISSUE OF SUSTAINABILITY

19. DISCUSSION ON GREEN LABELS FOR REAL ESTATE MARKETING



The two presentations related to these two agenda items were made consecutively with discussion addressing both items following the presentations.

The chair called upon Ashvinkumar Kantilal to present Item 18. Mr Kantilal utilized power-point slides to convey the ideas. This presentation is attached to these minutes as Appendix 25.

Mr. Tillman Prinz also utilized a power-point presentation to address Item 19. A copy of this presentation is attached to these minutes as Appendix 26. Mr. Prinz's written documents distributed prior to the meeting are attached as Appendix 27.

A discussion ensued with the key points being summarized as follow:

- Although these agenda items are significant in the context of today's practice of architecture and relate directly to several goals of the PPC, the UIA currently has a Work Group on Sustainability, which should be taking the lead on this subject.
- This material is also pertinent to the Heritage Work Group.
- A discussion of Post-Occupancy Evaluation should be included in the Sustainability power-point.
- Labels imply something has been perfected, when in fact they are merely tools. The Green Labels power-point should so note this fact.
- The PPC should consider posting these documents as "Practice Notes".

Following the discussion, both presenters acknowledged that it was their intent to update the presentations and asked that additional comments be forwarded to them by October 30, 2009 for consideration and possible inclusion in their materials.

MOTION: It was moved by Shinjiro Wachi and Seconded by Sven Silcher that both of the presentations prepared by Ashvinkumar Kantilal and Tillman Prinz, along with the written material prepared by Tillman Prinz be revised to reflect the meeting comments and any others received by October 30, 2009, and then be transmitted to the Sustainability Work Group. The motion was passed unanimously by voice vote.

Friday, September 25, 2009

Douglas L Steidl served as Chair for Friday, September 25, 2009.

20. REPORT FROM THE IMPLEMENTATION TASK GROUP REGARDING THEIR STRATEGIC VISION, PLANS FOR EXECUTION AND THEIR CONTINUING ROLE

*Professional Practice Commission
2009 Annual Meeting*



The Chair called upon Alain Sagne, Chair of the Implementation Task Group to present this agenda item.

Mr. Sagne utilized a slide presentation to review the work and recommendations of the Implementation Task Group. This presentation is attached as Appendix 28. The written materials distributed from the Task Group prior to the meeting are attached as Appendix 29.

A significant discussion followed which expanded into the issues related to, **ITEM 21- DISCUSSION OF WTO WORKING PAPER AND UIA PPC RESPONSE**, at which time Douglas L Steidl reiterated the comments presented during the Report of the PPC Secretariat regarding the WTO, their meeting in Geneva on October 5, 2009 and the fact that Russell Keune and perhaps Alain Sagne will attend the meeting on behalf of UIA. The WTO Paper “Architectural Services” is attached as Appendix 30.

During the discussion, items of note related to these two agenda items were recorded as follow:

General

- The effort at the WTO is commendable and should be pressed forward, however true success for international standards must come from architects implementing the Accord Policies member-section by member-section.
- Collaboration is part of ethics and must be practiced by the global profession.
- A representative of the developing member-sections needs to be present at future WTO meetings and not just UIA representatives from developed member-sections.
- It was noted that two changes have occurred to the Accord since the printed copies were prepared.
- The PPC needs to know from each member-section which countries have been offered Favored Nation Status by that member-section and which nations have offered the member-section Favored Nation Status.

Regarding the Implementation Task Group

- The work of the Task Group is well begun and should have the opportunity to be developed further.
- It was decided to further elaborate on a draft questionnaire that was distributed at the meeting that is designed to allow member-sections to



describe the exact situation of the profession and to better identify define existing conditions in their member-section. This questionnaire will also address the member-sections' ability to promote the UIA Accord and Guidelines and to facilitate its implementation and adoption.

- The Accord is the strength of the UIA. It needs to be recognized as the standard for practice, yet remain flexible enough that differences between nations can be accommodated.

Comments on WTO Paper on Architectural Services

- The UIA materials are highly referenced.
- The paper is currently limited to architecture, whereas earlier papers included engineering as well. This fact was judged favorable for the architects.
- The paper is critical of residency restrictions.
- Canada dropped residency restrictions at the time of NAFTA, but the WTO paper lists it as having residency restrictions.
- The paper is well crafted.
- The statement "that greater reliance on international standards might also be required" is opportune for since the UIA Accord is such a standard.

Recommendations on approach to UIA's presentation to the WTO

- Use the WTO paper as a tool for pressing the UIA Accord as the international standard.
- Emphasize that registration and licensure are guarantees of quality standards.
- Although licensure might be viewed as a barrier to trade, it is more importantly a protection for the public's health, safety and welfare.
- Emphasize that quality standards are the business of UIA and by establishing such standards mobility of architects and trade in services of architects is facilitated.
- The Accord is the most comprehensive solution to a profession's approach to unity and global standards.

It was agreed that should additional comments be made regarding the WTO paper or UIA's presentation to the WTO that they are to be forwarded to Douglas L Steidl by Monday, September 28, 2009 for compilation and forwarding to Russell Keune, who will serve as the presenter to the WTO.



MOTION: It was moved by Graham Scott-Bohanna and seconded by Bonnie Maples that the report of the Implementation Task Group be accepted and that the Commission endorse the 3 C's as the ITG's Plan to move forward. The motion was approved unanimously by voice vote.

MOTION: It was moved by Jae-uk Chong and seconded by Edric Marco C. Florentino that the Commission authorize the ITG to develop a questionnaire and transmit it to the UIA Secretariat for inclusion in the request for updated material for the PPC Database (formerly COAC administered). The motion was approved unanimously by voice vote.

MOTION: It was moved by Sven Silcher and seconded by Firdaous Oussidhoum that Balbir Verma with the assistance of the Indian Institute of Architects develop a questionnaire regarding offers of trade services (favored nation status-both as offered to and received from each member-section) to be requested through the UIA Secretariat. The motion was approved unanimously by voice vote.

22. DISCUSSION ON LIABILITY IN THE CONTEXT OF INCREASED CONSTRUCTION COMPLEXITY

The Chair called on Isabelle Moreau and Albert Dubler to present their 2009 paper and lead any discussion that resulted.

Albert and Isabelle jointly presented a paper on the "Responsibility of the architect within the context of increasing complexity in construction" which focused on two specific issues relevant at this particular moment in time. The two issues address:

- 1) Problems as a result of the current economic crisis
- 2) Questions of competition, the north/south unbalance and the need for "fair trade"

A copy of this paper is attached to these minutes as Appendix 31.

The Commission members responded with several comments:

- A key question is the proper role for the architect in the future global economic system versus the role dictated by the current procurement/operating systems in place today.
- The primary issue of the UIA is a quality standard. The relationship of this quality standard to social equity has yet to be defined.



- The normative standards have not been truly defined by binding bodies such as the WTO or regional governmental agreements.
- In regard to housing the procedures of the Economic Commission of Europe was suggested as a starting point for defining “fair”.

MOTION: It was moved by Bonnie Maples and seconded by Firdaous Oussidhoum that the two papers (2008 and 2009) developed by this drafting panel be forwarded to the UIA Council for discussion and potential distribution as appropriate, including commissions, work groups and member-sections. The motion was approved unanimously by voice vote.

A copy of the 2008 paper is attached to these minutes as Appendix 32.

23. REPORT OF THE DRAFTING PANEL FOR THE STUDY OF A GUIDELINE FOR THE DEVELOPMENT OF ARCHITECT FEES

The Chair recognized Sven Silcher to present the drafting panel report.

Sven Silcher presented the work of the panel to date. The written document is attached to these minutes as Appendix 33. Considerable discussion ensued. By consensus it was determined that the title of the item should be changed from “fees” to “compensation”. Also listed are the following comments from members of the Commission:

- The policy statement needs to be concise, one or two sentences.
- The document should not recommend one methodology as best. Differing conditions, cultural influences, scopes of services and legal frameworks, as well as the building type, size, etc. influence the selection of a method.
- Remove all references to regional standards. Include such references in footnotes and/or appendices.
- Flexibility in use of selecting a compensation structure is mandatory, including by computation of percentage or by hourly charge.
- The document must be written such that it is appropriate for the client, the public, the architect and regulatory bodies.
- Data on fee compensation scales needs to be collected from numerous member-sections.
- The value added by architects to a project through innovation, enhancement of technical standards and sustainability needs to be recognized in compensation methodologies.



- The current draft appears to be a policy/guideline/handbook of practice all in one, whereas it should be limited to a policy and guideline.
- Multiple positive comments were spoken regarding the hourly rate computation materials.

MOTION: It was moved by Esa Mohamed and seconded by Firdaous Oussidhoum that the writing panel develop the paper into a Policy and Guideline taking into account comments made at this meeting. The motion was approved unanimously by voice vote.

Following the discussion several members of the Commission offered to join the writing panel including, Graham Scott-Bohanna, Bonnie Maples and Phillip Crafford.

24. REPORT OF THE WRITING PANEL ON THE ROLE OF ARCHITECTS IN PUBLIC/PRIVATE PARTNERSHIPS

The Chair recognized Graham Scott-Bohanna to make this presentation. A document previously submitted by Mr. Scott-Bohanna had been distributed prior to the meeting of the Commission with the proposed agenda. This document is attached to these minutes as Appendix 34.

Graham Scott-Bohanna provided a verbal overview of the paper and the issues related to Public/Private Partnerships (PPP), how they are used and the implications to both the public and the architect, and the project team. He stated that the most significant issue is the fact that the architect is often isolated from the actual client/user. As a result the free flow of information upon which design decisions are based is often inadequate, which can lead to project dissatisfaction. He also noted that often multiple architects are utilized in the process, one for conceptualization, one for execution and one for contract administration, resulting in loss of efficiency.

Mr. Scott-Bohanna clearly defined this delivery method as an evolving means that falls under the larger umbrella of design/construct and modifications to the Guideline on Building Project Delivery Systems should be accommodated in as insignificant a manner as possible.

Discussion followed which is summarized by:

- Clearly state, “that the Architect/Client relationship and interaction is core to the success of all projects.”



- Include success stories as a means of emphasizing how this procurement system can be effective. These examples should reflect geographic diversity.
- Address compensation on PPP projects.

MOTION: It was moved by Bonnie Maples and seconded by Esa Mohamed that the drafting panel finalize the “Practice Note” on Public/Private Partnerships in line with the guidance from the Commission as soon as possible for posting on the PPC Website and revise the Guideline on Building Project Delivery Systems for approval at the 2010 PPC meeting. The motion was approved unanimously by voice vote.

25. UPDATE ON COMPILATION OF “PRACTICE HANDBOOKS”

The Chair recognized Eugene Barnard to present the agenda item.

Eugene Barnard overviewed the work accomplished since the 2008 meeting of the Commission by use of a power-point presentation that explained the process used, the data collected and the organization of the materials. This presentation is attached to these minutes as Appendix 35. The compilation of available practice handbooks was distributed to the Commission members prior to the meeting and is attached as Appendices 36 and 37.

Upon completion of the presentation two suggestions were offered:

- More information on content would be helpful.
- Translating the questionnaires utilized to collect the data into additional languages might result in additional responses.

MOTION: It was moved by Eugene Barnard and seconded by Phillip Crafford that the “Compilation of Practice Handbooks” be posted as a “Practice Note” on the PPC Website, and that the compilation work continue and be updated annually. The motion was adopted unanimously by voice vote.

26. DISCUSSION ON DEVELOPMENT OF MATERIALS ON THE GLOBAL MARKETPLACE

The Chair recognized Sven Silcher to introduce the subject and lead the discussion.

Mr. Silcher had prepared an introductory paper regarding the topic which was distributed with the proposed agenda prior to the meeting and is attached to these



minutes as Appendix 38. He defined the topic verbally and enumerated the ways in which the collection of marketplace data might be of benefit to architects practicing outside their home jurisdiction.

The primary questions after the introduction was whether such materials could effectively be compiled, would these materials serve as aspirational standards, could they be maintained with any accuracy, could such a collection of data place a burden of legal liability on the UIA, and should this be the legal responsibility of the architect seeking to practice in a jurisdiction beyond his/her home jurisdiction?

MOTION: It was moved by Graham Scott-Bohanna and seconded by Albert Dubler that the existing “Practice in a Host Nation” policy and guideline be revised to assure that it provides that architects must assure themselves of their responsibilities in a foreign jurisdiction and advises them to establish an appropriate scope of services. With this action it is deemed not necessary to pursue this topic further. The motion was approved unanimously by voice vote.

27. APPROACH TO THE 2011 ASSEMBLY PRESENTATION

The chair announced that Tillman Prinz had volunteered to coordinate the Professional Practice Commission presentation at the 2011 UIA Assembly in Tokyo. The Commission acknowledged their appreciation to Tillman, who will outline the approach and submit it for review prior to the next meeting of the Commission in 2010.

28. 2010 COMMISSION ANNUAL MEETING

At the 2008 Annual Meeting Nigeria offered to host the 2010 meeting of the Commission. Through email correspondence, Nigeria confirmed that they were willing to host the meeting in March of 2010, but confirmation that they could host an October or November date has not yet been acknowledged. The chair also informed the Commission that Sudan had offered to host the meeting, if Nigeria could not do so.

The chair also informed the Commission that several persons at the UIA Council Meeting in Foz do Iguazu, Brazil had recommended that the Commission meet in conjunction with the Education Commission, in order to share information and coordinate efforts. It was stated that the Co-Directors of the Education Commission had reacted positively to this suggestion.



Following discussion, a motion was offered.

MOTION: It was moved by Louise Cox and seconded by Ian Pritchard that the 2010 meeting of the Professional Practice Commission be held in conjunction with the Education Commission, presumably in November in Paris, France. The motion was approved unanimously by voice vote.

The Commission Secretary will notify Nigeria and thank them for their most gracious offer to host the meeting, explaining the circumstances and the Commission's decision.

29. OPEN FORUM/NEW BUSINESS

Tillman Prinz requested that the Commission consider "Common Sense for the World" a manifesto for sustainable architecture and civil engineering issued by architects, engineers and town planners in Germany. He distributed the document in paper format which the members reviewed. That document is attached to these minutes in electronic form as Appendix 39.

MOTION: It was moved by Tillman Prinz and seconded by Firdaous Oussidhoum that the Professional Practice Commission encourage member-sections to develop a manifesto for sustainable architecture. The motion was approved unanimously by voice vote.

Jae-uk Chong wished to comment on the overall deliberations of the Commission. He stated that he believed that the work of the Commission is often complex and the issues may be difficult for member-sections that are just developing standards of practice. Mr. Chong encouraged the Commission to seek simplicity in the architectural practice standards it promulgates.

30. SUMMATION OF THE STATUS OF THE COMMISSION'S WORK AGENDA

The Chair summarized the actions taken at this meeting and the status of the agenda items.

1. The Minutes of the December 10-12,2008 meeting in Marrakesh, Morocco were approved as submitted.
2. The meeting Agenda was adopted as proposed.



3. The questions posed to the Commission by Louise Cox in Marrakesh and the answers provided to those questions by the Co-Directors were acknowledged.
4. The following reports were received:
 - Professional Practice Commission Secretariat.
 - UIA Secretariat.
 - Actions of the UIA Council Meetings.
 - Education Commission and UNESCO-UIA Validation Actions.
 - Continuing Professional Education Joint Operating Committee.
5. A list of items for inclusion in the member-section data questionnaire was compiled to forward to the UIA Secretariat.
6. Affirmed the work and authorized continuing with the Architectural Governance Policy and Guideline.
7. Accepted the Practice Note on Integrated Practice and Building Information Management.
8. Continued the drafting panel on Codes and Ethics.
9. Accepted the Practice Note on Negotiation/Mediation/Arbitration.
10. Established a drafting panel to review the UIA Guideline on Practical Experience/Training/Internship.
11. Accepted the presentations on Sustainability and Green Labels for distribution to other pertinent groups within UIA.
12. Approved the plan for the Implementation Task Group and provided input on the UIA presentation to the World Trade Organization.
13. Recommended that the “Responsibility of the Architect” papers be presented to the UIA Council for discussion and possible distribution.
14. Continued the work of the drafting panel on Architectural Compensation.
15. Directed the drafting panel on Public/Private Partnerships to finalize its Practice Note and revise the Guideline on Building Project Delivery Systems.
16. Authorized posting on the PPC Website the data on Practice Handbooks and asked that continuous updating of the compilations occur.
17. Took action to assure that proper verbiage is included in the Guideline for Practice in a Host Nation regarding an architect’s responsibility to establish an appropriate scope of services.
18. Began work on defining the 2011 PPC Presentation to the UIA Assembly.
19. Approved meeting in 2010 in conjunction with the Education Commission.
20. Encouraged member-sections to develop manifestos on sustainability.
21. Expressed its appreciation to the Indian Institute of Architects for hosting this meeting.



31. APPRECIATION TO THE MEETING HOST

The Co-Directors asked the representatives of the Indian Institute of Architects to come to the front of the room. The Co-Directors then presented a “Citation of Appreciation” on behalf of the UIA Professional Practice Commission to the Institute thanking them for their gracious hospitality during the meeting and for the wonderful dinners and entertainment provided to the Commission during its stay in India. The Commission showed its appreciation and thankfulness through applause.

32. CLOSING COMMENTS

Both Co-Directors expressed their appreciation to the Commission members for their dedication and commitment. Noted were the many thoughtful and well prepared documents that were considered at the meeting. Appreciation for her participation, support and contribution to the discussions was also expressed to President Cox.

33. ADJOURNMENT

There being no further business, the Chair adjourned the meeting at 5:05 PM.

34. APPENDICES

NOTE: These appendices are available for viewing on the UIA Professional Practice Commission website at www.aia.org/about_uia. They are found under the heading of “UIA-PPC 2009 Annual Meeting, New Delhi, India”.

1. Organization of Issues by Goals
2. List of Participants
3. Approved Minutes of the 2008 Annual Meeting, Marrakesh Morocco
4. Approved Agenda of the 2009 Annual Meeting
5. Response to Louise Cox re 11 Questions
6. Professional Practice Commission Secretariat Report
7. UIA Secretariat Report
8. UIA Secretariat Report Supplement
9. UIA Secretariat Report Database
10. UIA President’s Report on UIA Council Affairs
11. PPC Report to Council San Jose, Costa Rica



12. PPC Report to Council Foz do Iguazu, Brazil
13. Presentation on Role of Professional Bodies
14. Paper on Role of Professional Bodies
15. UIA President's Report on UIA Education Commission and UNESCO-UIA Validation Meetings
16. Presentation on Integrated Practice and BIM
17. Note on Integrated Practice
18. Report of the Joint Operating Committee on CPD
19. Report of the Drafting Panel on UIA Code of Ethics
20. Practice Note on Negotiation/Mediation/Arbitration
21. N/M/A – AIA Negotiation
22. N/M/A – AIA Mediation
23. N/M/A – RIBA Dispute Resolution
24. 2009 Internship Update
25. Presentation on Sustainability
26. Presentation on Green Labels in Real Estate Marketing
27. Paper on Green Labels in Real Estate Marketing
28. Presentation on the Implementation Task Group
29. Report of the Implementation Task Group
30. World Trade Organization Report on Architecture
31. Responsibilities of Architects 2009 Paper
32. Responsibilities of Architects 2008 Paper
33. Report of the Drafting Panel on the Development of Architect's Compensation
34. Report of the Drafting Panel on Public/Private Partnerships
35. Presentation on the Compilation of Practice Handbooks
36. Compilation of Practice Handbooks - Country
37. Compilation of Practice Handbooks - Language
38. Materials on the Global Marketplace
39. Manifesto for Sustainable Architecture - Germany