

**MACHAKOS UNIVERSITY**  
**SCHOOL OF ENGINEERING AND TECHNOLOGY**  
**BUILDING AND CIVIL ENGINEERING DEPARTMENT**  
**FIRST YEAR THIRD SEMESTER CERTIFICATE IN PLUMBING.**

SITE AND WORKSHOP MANAGEMENT

CODE 1704/305

DATE

TIME;

INSTRUCTIONS;

**Q1** (a) Identify five factors to be considered when selecting a workshop site. (5marks)

(b) Outline six essential services for a workshop. (6marks)

(c) Discuss the following regulations with regard to a workshop, giving two examples in each case

(i) Safety regulations

(ii) Health regulations

(iii) Welfare (9marks)

**Q2** Sketch a small plumbing workshop and indicate the layout of the following ;

Working area

Storage area

Machine area

Offices

Tools store (20marks)

**Q3** (a) local purchase order

(ii) materials transfer

(iii) materials return note

(iv) invoice . (8marks)

(b) Identify three factors to be considered with regard to storage of materials. (6marks)

(c) State six ways in which materials wastage can be reduced. (6marks)

**Q4(a)** Discuss five reasons for introducing equipments and machines in a building. (6marks)

(b)(i) List five factors to be considered when deciding on the type of plant to acquire. (5marks)

(b)(ii) List two advantages of buying a plant and three advantages of hiring a plant. (5marks)

**Q5 (a)** Define the following terms;

Tendering

Contract

(4marks)

(b) With the aid of a bar chart, illustrate the chain of command for the parties involved

in a building site.

(16marks)