

**University of Management and Technology**  
**School of Architecture & Planning**  
**Department of City & Regional Planning**  
**Semester Spring 2021**  
**Course Outline**

Course code: **CRP-335**

Course title: **Professional Planning Practice**

Program	Bachelor of City & Regional Planning	
Credit Hours	1+1	
Duration	16 weeks	
Prerequisites	<b>None</b>	
Resource Person	Mutahir Mehmood Awan Ar. Muhammad Salman	
Counseling Timing	Friday: 2:00 – 4:00	Monday: 9:00 – 11:00
Contact	Mutahir Awan # 00923238403799 M. Salman # 00923332502288	Email: mutahir.awan@umt.edu.pk

**Chairman/Director signature.....**

**Dean's signature.....**

**Date.....**

## **Learning Objective:**

After studying this course, the learners will be able to:

1. Understand in their ability to communicate by practicing and receiving feedback on business communication skills
2. Understand academic and workplace language proficiency are embedded in the course
3. Analyze and debate selected practice-related topics with senior professionals and your peers
4. Review professional codes of conduct for planners and reflect on their implications for your practice
5. Communicate ideas using diverse formats and strategies to academic and professional audiences within and external to the discipline of urban and regional planning
6. Work with others in a range of roles and contexts, demonstrating cultural and social sensitivity, environmental stewardship and ethical and reflective practice
7. Apply theoretical knowledge of planning and ethics to progressive planning practice

## **Learning Methodology:**

- Lecturing
- Written Assignments
- Guest Speaker
- Field Visits
- Report Writing

## **Grade Evaluation Criteria**

Following is the criteria for the distribution of marks to evaluate final grade in a semester.

<b>Marks Evaluation</b>	<b>Marks in percentage</b>
Quizzes	10%
Assignments	10%
Mid Term	20%
<b>Sub- total</b>	<b>40 %</b>
Term Project	20%

Final exam	30%
Viva Voce	10%
<b>Sub-total</b>	<b>60 %</b>
<b>Grand Total</b>	<b>100%</b>

**Recommended Text Books:**

1. Government of Pakistan (1986), *National Reference Manual on Planning and Infrastructure Standards*, Islamabad, E&UA Div. Ministry of Housing and Works.
2. *PCATP, Handbook* (Latest Edition).

**Reference Books:**

1. *Journal of professional practice*, Volumes 89-93, American Society of Civil Engineers, Department of Conditions of practice, US.
2. John Forester (1989), *Planning in the face of power*, US, University of California Press.
3. Levine (2015), *Urban Politics: Cities and Suburbs in a Global Age*, Routledge.
4. Hedley Smyth (2011), *Managing the Professional Practice in the Built Environment*, John Wiley Ltd. Sons, Wiley-Blackwell, US.
5. Stephen Pattison, Roisin Pill (2004), *Values In Professional Practice: Lessons For Health, Social Care, And Other Professionals*, UK, Radcliffe Publishing Ltd.

**Calendar of Course contents to be covered during semester**

<b>Week</b>	<b>Course Contents</b>	<b>Reference Chapter(s)</b>
1	Introduction to course	Class notes
2	Concepts and Need of Professional Ethics and Norms of Good Governance Including Accountability, Transparency, Rule of Law, Confidentiality Etc. Justification and Aims of Planning	Class notes
3	Role and Responsibilities of Professional Bodies in Promoting Professional Ethics, PCATP Code of Conduct, PCATP Ordinance	PCATP Ordinance 1982
4	Global Perspective of Planning Professional Practices Code of Conduct of Professional Bodies like RTPI, APA, CIP, PIA.	Class Notes
5	Entrepreneurship Skills and Professional Ethics	Class Discussion
6	Visits to Public and private sector organization to understand how planning firms works, their scope of work, organizational hierarchy/ structure	Filed Visits
7	Interaction between Planners and Stakeholders in the City and Region Such as Politicians, Bureaucrats/ Administrators, Media, Judiciary, Academia, NGOs and Civil Society.	Workshops/ Class Activity

8	Techniques for Holding Public Hearing/Public Consultation /Focus Group Discussions. Note Taking/ Preparation and Maintenance of Minutes of meetings	Class Notes
9	Resolution of Conflicts in the Implementation of Plans.	Class Discussion
10	Arbitration, Mediation, Conciliation and Negotiation	Class Notes
11	Planning Contract Documents / Agreements, Fee Structures for various services	Class Hand Outs
12	Tenders (Notice and Documents), pre-qualification documents (PQD), request for qualification (RFQ) request for proposals (RFP) Etc.	Class Hand Outs
13	Tenders (Notice and Documents), pre-qualification documents (PQD), request for qualification (RFQ) request for proposals (RFP) Etc.	Class Hand Outs
14	Procurement of Goods and Human Resources, hiring of consultancy services/consultants under PPRA Rules 2014	PPRA Rules 2014
15	Social and Ethical Audit of Development Plans and their Implementation.	Class Workshop
16	<ul style="list-style-type: none"> <li>• Visit to local planning institutions / organizations to understand the systems and scope of the planning profession</li> <li>• Preparing report on functions of department/organization/professional planner within their scope of work. Develop templates of different documents like tender notice, contract agreement,</li> </ul>	Filed Visit

	BOQ/ engineering estimates/ basic design proposals, time lines for project submissions.	
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