

Statutory Instrument No. 98 of 2024

ROAD TRAFFIC ACT
(Cap. 69:01)

ROAD TRAFFIC (AMENDMENT) REGULATIONS, 2024
(Published on 27th September, 2024)

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation
2. Amendment of regulation 5 of Cap. 69:01 (Sub. Leg.)
3. Amendment of regulation 6 of the Regulations
4. Insertion of Part IIA in the Regulations
5. Amendment of regulation 11 of the Regulations
6. Amendment of regulation 11B of the Regulations
7. Amendment of First Schedule
8. Amendment of Second Schedule
9. Amendment of Third Schedule
10. Amendment of Tenth Schedule
11. Amendment of Twelfth Schedule

IN EXERCISE of the powers conferred on the Minister of Transport and Public Works by section 130 of the Road Traffic Act, the following Regulations are hereby made --

1. These Regulations may be cited as the Road Traffic (Amendment) Regulations, 2024. Citation

2. The Road Traffic (Amendment) Regulations (hereinafter referred to as "the Regulations") are amended in regulation 5 by substituting for subregulation (1), the following new subregulation -- Amendment of regulation 5 of Cap. 69:01 (Sub. Leg.)

"(1) The registration number of a motor vehicle or trailer, other than a Government, a Botswana Defence Force, a diplomatic vehicle, a vehicle assigned a personalised identification number or trailer, assigned in terms of section 6 (5) of the Act shall bear the capital letter "B", followed by a three figure number allocated by the Registrar, such number being not less than the number 101, followed by three capital letters, which letters shall not include the letter "Q".

3. The Regulations are amended --

(a) in regulation 6 (1) --

(i) by substituting for paragraph (a), the following new paragraph --

"(a) every motor vehicle shall carry at least two plates --

(i) made from aluminium, which shall be fixed on the front elevation thereof and one on the rear elevation thereof,

(ii) in an upright position,

(iii) with the following dimensions and size --

(aa) 520 mm x 113 mm,

(bb) 440 mm x 120 mm,

(cc) 250 mm x 205 mm, and

(dd) 250 mm x 165 mm,

(iv) written in bold Arial font not exceeding size 24,

Amendment of regulation 6 of the Regulations

- (v) bearing the national flag on the top left corner which shall be 26 mm in height and 39 mm in width, and
 - (vi) with a machine-readable seal on the top left corner immediately below the letters "BW" of the approving body symbolising the certification of compliance and reference number of such manufacturer for traceability purposes,
 - (vii) the letters "BW" on the top left corner, which shall be 26 mm in height and 39 mm in width, immediately below the national flag and above the readable seal of the approving body,"
- (ii) by substituting for paragraph (j), the following new paragraph —
 "(j) all letters and numerals shall not be less than 75mm in height, and every part of such letters and numerals shall not be less than 9 mm and not more than 12 mm broad, and shall be so arranged that the total width taken by each letter or numeral, except the numeral "1", shall not be less than 32 mm and not more than 39 mm,"
- (iii) by substituting for paragraph (k), the following new paragraph —
 "(k) the space between adjoining letters and numerals shall not encroach on a non-background graphic image;" and
- (iv) by substituting for paragraph (l), the following new paragraph —
 "(l) the width and spaces —
 (i) between outside edges of the number plate and the first and last character shall not be less than 15 mm,
 (ii) between rows of characters on a number plate that bears a double row of characters shall be 10 mm \pm 1 mm,
 (iii) that separate adjacent groups of letters and numerals shall be a minimum of 10 mm, and
 (iv) between adjacent letters in groups of letters, and the width of spaces between adjacent numbers in groups of numbers shall be equal, subject to a tolerance of \pm 1 mm;" and
- (b) by inserting immediately after subregulation (2), the following new subregulations —
 "(3) A person who immediately before the commencement of these Regulations was issued with a vehicle registration plate number shall comply with regulation 6 within a period of 24 months from commencement of these Regulations.
 "(4) Subject to the provisions of this regulation, where a motor vehicle uses electrical or hydrogen power, the plate shall be made in accordance with Schedule 3 of these Regulations and shall have —
 (a) a green line around the plate creating a boarder around the plate;
 (b) the letters "EV" affixed within a green triangle shaped label at the bottom right corner, where the motor vehicle is an electronic vehicle;
 (c) the letter "H" affixed within a green pentagon shaped label at the bottom right corner where the motor vehicle is a hydrogen vehicle; and
 (d) a green boarder around the machine-readable seal.

“(5) Any person who fails to comply with this regulation commits an offence and is liable to a fine not exceeding P5 000 or to imprisonment for a term not exceeding six months, or to both.”

4. The Regulations are amended by inserting immediately after Part II, the following new Part —

Insertion of Part
IIA in the
Regulations

“PART IIA

Personalised Identification Number (reg. 10A-10L)

10A. (1) A person who wishes to use a class 2 or class 4 personalised identification number shall apply to the Director, the application shall be accompanied by a non-refundable application fee.

Application for
personalised
identification
number

(2) The Director shall, on receipt of an application under subregulation (1), consider whether a personalised identification number applied for —

- (a) would be considered obscene, profane, indecent, immoral or would offend public morals or decency;
- (b) is similar to a homophone or a replica of a personalised identification number that has already been allocated by the Director;
- (c) falsely suggests an association with a public institution or a government or government agency;
- (d) is duplicative of any licence plate already issued;
- (e) consists of language that encourages violence or an unlawful activity;
- (f) makes a derogatory or discriminatory reference to age, race, ethnicity, sex, sexual orientation, gender identity, religion, national origin, physical or mental disability;
- (g) connotes genitalia or relates to sexual acts;
- (h) infringes on copyright, trademarks and patent legislation; or
- (i) forms a slang term in any language, abbreviation, phonetic spelling or mirror image of a word or term described in this subregulation.

(3) The Director shall, after considering the application in accordance with subregulation (2) —

- (a) by Notice in the *Gazette*, publish approved personalised identification number within 14 days of approval; or
- (b) refuse the application and notify the applicant, in writing, stating the reasons for refusing the application and that the applicant may re-apply for a personalised identification number with condition that a new application fee shall not be payable.

(4) A person who objects to a proposed name for a personalised identification number may notify the Director in writing, within 14 days of publication of the Notice under regulation (3) (a).

10B. (1) The Director shall, where there is no objection under regulation 10A (4) issue an approval letter to the applicant, indicating that the proposed personalised identification number is approved.

Issuance of
personalised
identification
number

(2) An applicant shall, within 21 days of receipt of an approval letter, submit the approval letter with the appropriate fee set out in the First Schedule to a licensing officer.

(3) An applicant who fails to pay the fee under subregulation (2) within 21 days of receipt of the approval letter, shall have his allocation of the personalised identification number automatically expire, and the Director shall notify the public of the available name by Notice in the *Gazette*.

(4) A licensing officer shall, on receipt of the approval letter and a fee set out in the First Schedule in subregulation (2) issue a --

- (a) personalised identification confirmation note;
- (b) update the register of motor vehicles in terms of section 5 of the Act; and
- (c) work order on the approved form and forward it to a number plate manufacturer, supplier or embosser.

(5) A number plate manufacturer, supplier or embosser, shall, on receipt of the work order under subregulation (4), manufacture, supply or emboss and return the completed personalised identification plate to the licensing officer.

(6) The licensing officer shall, on receipt of a personalised identification plate, notify the applicant that the personalised identification plate has been manufactured, supplied or embossed and can be collected as soon as practical.

(7) A licensing officer shall, on collection of a personalised identification plate, issue the applicant with a --

- (a) personalised identification motor vehicle licence;
- (b) registration book; and
- (c) personalised identification plates.

(8) An applicant shall on collection of a personalised identification plate under regulation (6) surrender his previous registration book and licence disk to the licensing officer.

(9) A person shall display the personalised identification plate in accordance with section 11 of the Act.

Validity of
personalised
identification
number

10C. A personalised identification number issued under these Regulations shall be valid for a period of 12 months from the date of issue of a vehicle road licence.

Renewal of
personalised
identification
plate

10D. (1) A person may renew a personalised identification number at least 60 days before date of expiry of the personalised identification plate.

(2) A renewal under subregulation (1) shall be accompanied by a renewal application fee as set out in First Schedule.

(3) Where a renewal is made after the expiry of the personalised identification number, the Director may renew the personalised identification plate subject to the payment of a penalty fee.

(4) A penalty payable in accordance with subregulation (3) shall be a sum equal to one twelfth of the amount paid for the personalised identification plate by the number of months which have elapsed since the date on which the validity of the personalised identification plate expired, calculated to the nearest Pula.

(5) The penalty payable under this regulation shall accumulate for a period of three months, after which the personalised identification number shall automatically be de-linked.

(6) The Director shall notify a person whose personalised identification plate has been automatically de-linked under subregulation (5) in writing, within seven days of de-linking.

(7) A person notified of a de-linking under subregulation (6) shall within five days of receipt of notification return the personalised identification plate and the registration book to the Director.

(8) The Director shall notify the public of the available de-linked name by Notice in the *Gazette*.

10E. (1) A person with a vehicle registered in Botswana shall be eligible to apply for a personalised identification number. Qualifying vehicle

(2) Notwithstanding the provisions of subregulation (1) the following shall not qualify for the use of a personalised identification plate —

- (a) Botswana Government vehicle with a BX number;
- (b) Botswana Defence Force vehicle;
- (c) diplomatic vehicle; and
- (d) public service vehicle (passenger).

10F. (1) A vehicle with a designated personalised identification plate shall bear one of the following registration numbers — Types of personalised identification number

- (a) class 1, which shall have one number or letter;
- (b) class 2, which shall have two numbers or letters or one number and one letter and shall start with the letter;
- (c) class 3, which shall have reserved names; or
- (d) class 4, which shall bear names or numbers with a minimum of three characters.

(2) For purposes of this regulation —

- (a) “reserved names” shall be names auctioned by the Director to the highest bidder on a date, time and place published in the *Gazette*; and
- (b) the number “0” and letter “O” shall not be used in combination with either a number or a letter, for a class 2 designated personalised identification plate.

(3) A personalised identification plate under —

- (a) class 1 and class 3 shall be issued and auctioned by the Director; and
- (b) class 2 and class 4, an application shall be made to the Director.

(4) A personalised identification plate shall —

- (a) be on a reflective white background with black lettering or numbers which shall be displayed at the rear and front;
- (b) have a maximum of six alpha numeric characters except class 1 and class 2;
- (c) have a machine readable seal and the national flag as set out in the Third Schedule;
- (d) have the letters “BW” as set out in the Third Schedule;
- (e) be a secondary number in terms of registration;
- (f) not be used interchangeably with the registration number; and
- (g) not be transferable where a holder is deceased.

(5) Subject to the provisions of this regulation, where a motor vehicle uses electrical or hydrogen power, the plate shall be made in accordance with Schedule 3 of these Regulations and shall have —

- (a) a green line around the plate creating a boarder around the plate;
- (b) the letters “EV” affixed within a green triangle shaped label at the bottom left corner, where the motor vehicle is an electronic vehicle;
- (c) the letter “H” affixed within a green pentagon shaped label at the bottom left corner where the motor vehicle is a hydrogen vehicle; and
- (d) a green boarder around the machine-readable seal.

(6) A holder of a personalised identification plate shall, where a personalised identification plate is lost, damaged or deformed, apply to the Director for authorisation for the re-manufacturing, supplying or embossing of a personalised identification plate accompanied by a replacement fee.

Transfer of personalised identification number in case of change of ownership	<p>(7) A vehicle with a personalised identification plate may be required to undergo a roadworthiness test prior to renewal.</p> <p>10G. (1) An owner of a vehicle with a personalised identification number, may —</p> <p>(a) where there is a change of ownership —</p> <p>(i) retain the personalised identification number for allocation by the Director to a vehicle to which he holds title; or</p> <p>(ii) transfer the personalised identification plate to the person to whom ownership is being transferred; or</p> <p>(b) transfer the personalised identification plate to an owner of a different qualifying motor vehicle.</p> <p>(2) An owner who wishes to retain a personalised identification number under subregulation (1) (a) shall apply to the Director for the retention of the personalised identification plate.</p> <p>(3) The Director shall, on receipt of an application under —</p> <p>(a) subregulation (2) grant the retention of the personalised identification number for 90 days, reckoned from the date of receipt of the application on condition that —</p> <p>(i) the applicant may, where he becomes an owner or title holder of a motor vehicle, register and license the motor vehicle within 21 days reckoned from the date of becoming an owner or title holder of a motor vehicle, and</p> <p>(ii) where the applicant does not become an owner or title holder of a motor vehicle, the right to the personalised identification number expires and the applicant is not entitled to a refund;</p> <p>(b) subregulation (1) (b) --</p> <p>(i) allocate the personalised identification number to the motor vehicle, and</p> <p>(ii) update the register.</p> <p>(4) An owner of a personalised identification number allocated from a transfer under subregulation (1) (b) shall register and license the motor vehicle.</p>
Transfer of personalised identification number between motor vehicles of title holder or owner	<p>10H. (1) An owner of a personalised identification number who wishes to transfer the personalised identification number to another motor vehicle which he is the owner of shall apply to the Director.</p> <p>(2) An application under subregulation (1) shall be accompanied by a transfer fee.</p> <p>(3) The Director shall, on receipt of an application under subregulation (1), if satisfied that the application complies with these Regulations —</p> <p>(a) allocate the personalised identification number to the motor vehicle; and</p> <p>(b) update the register.</p>
Appeal	<p>10I. A person who is dissatisfied with a decision of the Director under this Part may, within 21 days from date of receipt of a decision, appeal, in writing to the Minister and shall serve a copy of the appeal on the Director.</p>
Offences and penalties	<p>10J. (1) A person who contravenes the provisions of these Regulations commits an offence and shall be liable to a fine of not exceeding P5000 or to imprisonment for a term not exceeding six months, or to both.</p> <p>(2) The Director may revoke a personalised identification plate where there is reasonable grounds to believe that an owner allowed another person to use a personalised identification number on a different vehicle without authorisation.”.</p>

5. The Regulations are amended —
- (a) in regulation 11 (7), by deleting the words “who is 40 years or older” where they appear in that subregulation;
- (b) by substituting for regulation 11 (11), the following new subregulation —
“(11) Any person who, without reasonable excuse fails to renew his or her licence before the date of expiry of the licence shall be liable to a fine set out in the First Schedule for every day or part of the day, excluding weekends and holidays on which the contravention continues:
Provided that such contravention shall not exceed P1000 in total.”
- (c) by inserting immediately after regulation 11 (11), the following new subregulation —
“(11A) The Director may exempt a person from the provisions of subparagraph (11) where —
(a) the holder of the licence has been ill and not fit to drive and is able to produce a valid medical report to that effect;
(b) the holder of the licence was remanded;
(c) the holder of the licence was out of the country; and
(d) the driving licence was suspended.”.
- (d) by substituting for regulation 11 (14), the following new subregulation —
“(14) Where a PrDP is not renewed within seven days of its expiry, a person shall be liable to a fine set out in the First Schedule on the holder excluding weekends and public holidays that the PrDP is not renewed:
Provided that such contravention shall not exceed P500 in total.”.
- (e) by inserting immediately after subregulation (14), the following new subregulation —
“(14A) The Director may exempt a person from the provisions of subparagraph 11 (14) where —
(a) the holder of the PrDP has been ill and not fit to drive and is able to produce a valid medical report to that effect;
(b) the holder of the PrDP was remanded;
(c) the holder of the PrDP was out of the country; and
(d) the driving licence was suspended.”.
6. The Regulations are amended —
- (a) in regulation 11B (2) (a), by substituting for that subparagraph, the following new subparagraph —
“(a) a letter, in English, confirming the authenticity and validity of the holders driving licence or embassies of non Southern African Development Community (SADC) countries in Botswana to authenticate the driving licence, written by a competent authority from the country which issued the driving licence;”
- (b) in regulation 11B (3) by substituting for the word “upon” appearing therein, the word “before”; and
- (c) in regulation 11B (4) by inserting immediately after paragraph (d), the following new paragraph —
- (e) a letter in English confirming that the driving licence was obtained during residence of at least 185 consecutive days in the issuing country.”.

Amendment of
regulation 11 of
the Regulations

Amendment of
regulation
11B of the
Regulations

**Amendment
of the First
Schedule**

7. The Regulations are amended by substituting for the First Schedule, the First Schedule set out in these Regulations.

**Amendment
of the Second
Schedule**

8. The Regulations are amended by substituting for the Second Schedule, the Second Schedule set out in these Regulations.

**Amendment
of the Third
Schedule**

9. The Regulations are amended by substituting for the Third Schedule, the Third Schedule set out in these Regulations.

**Amendment
of the Tenth
Schedule**

10. The Regulations are amended by substituting for the Tenth Schedule, the Tenth Schedule set out in these Regulations.

**Amendment
of the Twelfth
Schedule**

11. The Regulations are amended by substituting for the Twelfth Schedule, the Twelfth Schedule set out in these Regulations.

"SCHEDULES
"FIRST SCHEDULE

FEES

(Regulation 3)

1. DRIVING LICENCES

	Fees (Pula)
(a) Provisional driving license (Learner Driver Permit)	45.00
(b) Full License	105.00
(c) Endorsement with additional class	105.00
(d) Duplicate Driving License	105.00
(e) Duplicate Provisional License (Duplicate learner driver permit)	45.00
(f) Renewal of driving licenses	105.00
(g) International Driving Permit	105.00
(h) Conversion (Old style RV 14)	75.00
(i) Foreign licence conversion	110.00
(j) Penalty fee for late renewal of driving licence	10.00
(k) Penalty fee for late renewal of instructor's permit	10.00

2. REGISTRATION OF VEHICLES

(a) On original registration	Unladen weight	Fees (Pula)
	0-680	A minimum of P500 for vehicles costing P100,000.00 1% charge is applied on vehicles costing more than (>) P100,000.00
	681-1133	
	1134-1815	
	1816-2722	
	2723-3629	
	3630-4536	
	4537-5443	
	5444-6340	
	6341-6350	
	6351-7257	
	7258+	
(b) On transfer of ownership		190.00
(c) Duplicate registration book		140.00

3. VEHICLE LICENCES

Description	Unladen	Fees (Pula)
(a) Annual licences		
(i) Motor cycle without side car	-	95.00
(ii) Motor cycle with side car	-	115.00
(iii) Motor vehicle other than motor cycle	0-680	115.00
	681-1133	155.00
	1134-1815	225.00
	1816-2722	285.00
	2723-3629	475.00
	3630-4082	700.00
	4083-4536	870.00
	4537-5443	1360.00
	5444-6350	1625.00

	6351-7257	1910.00
	7258-8165	2170.00
	8166-9070	2450.00
	9171-9979	2720.00
	9980-10886	2980.00
	10887+	3265.00
Trailers	0-680	60.00
	681-1133	75.00
	1134-1851	130.00
	1816-2722	225.00
	2723-3629	645.00
	3630-4082	980.00
	4083-4536	1155.00
	4537-5443	1355.00
	5444-6350	1625.00
	6351-7257	1910.00
	7258+	2170.00

(iv) All tractors (including farm tractors)	145.00
(b) Duplicate license	10% of annual fees, calculated to the nearest Pula
(c) Motor dealer's license (new and used)	20 000.00
(d) Motor dealer's license (used only)	10 000.00
(e) Renewal of motor dealers license (new and used)	20 000.00
(f) Renewal of motor dealers license (used only)	10 000.00
(g) Transfer of motor dealer's license (new and used)	20 000.00
(h) Transfer of motor dealer's license (used only)	10 000.00
(i) Number plate manufacturer (1 st year)	5 000.00
Renewal	945.00
(j) Motor vehicle registration cancellation certificate	75.00
(k) Temporary Motor vehicle license (export)	300.00
(l) Authorisation (local temporary motor vehicle license)	300.00
(m) Ceremonial number plates (two days)	5 000.00
Ceremonial number plate (one day)	2 500.00

PERSONALISED IDENTIFICATION NUMBER

Fees (Pula)							
Type	Application	Cost	Reserve price	Renewal	Transfer on change of ownership	Transfer to own vehicle	Duplicate identification plate
class 1	300.00		15 000.00	500.00	5 000.00	1 000.00	300.00
class 2	300.00	10 000.00		500.00	5 000.00	1 000.00	300.00
class 3	300.00		10 000.00	500.00	5 000.00	1 000.00	300.00
class 4	300.00	5 000.00		500.00	5 000.00	1 000.00	300.00

4. PUBLIC SERVICE VEHICLES

	Fees (Pula)
(a) Professional driving permit "P"	190.00
(b) Professional driving permit "G"	205.00
(c) Professional driving permit "H"	220.00
(d) Renewal of (a), (b) or (c)	190.00
(e) Duplicate of (a), (b) and (c)	275.00
(f) Conductors' permit (with badge)	190.00
(g) PrDP Special	190.00
(h) Penalty fee for late renewal of PrDP	10.00

5. MISCELLANEOUS

(Driving test fees/motor vehicle examination fees)

		<i>Fees (Pula)</i>
<i>(a) Driving Test</i>		
(i)	Theory	60.00
(ii)	Practical	60.00
(iii)	Driving training theory	310.00
(iv)	Driver training practical	390.00
(v)	Search fees	90.00
(vi)	Duplicate theory test results	90.00

(b) Certificate of Roadworthiness

Vehicle Description

(i)	Omnibus and mini-bus (11 up to 15 seats without the driver)	190.00
(ii)	Midi-bus (15 up to 30 seats without the driver)	190.00
(iii)	Bus (30 up to 100 seats without the driver)	380.00
(iv)	Train – bus and double deck bus (above 100 seats)	380.00
(v)	Heavy motor vehicles (3500 up to 1600kg GVM)	380.00
(vi)	Heavy motor vehicles (exceeding 1600 kg GVM)	380.00
(vii)	Tractors	115.00
(viii)	Motor cars	190.00
(ix)	Light motor vehicle (not exceeding 3500kg GVM)	190.00

(x)	Trailers (not exceeding 750kg GVM)	190.00
(xi)	Trailers (exceeding 750kg GVM)	380.00
(xii)	Motor cycle (not exceeding 125cc or 230kg GVM)	40.00
(xiii)	Motor cycle (exceeding 125cc or 230kg GVM)	40.00
(xiv)	Special type of motor vehicles	565.00
(c)	Driving instructor certificate (first issue)	375.00
	Renewal	145.00
	Duplicate	105.00
(d)	Driving school permit	500.00
	Renewal	290.00
(e)	Search fees	75.00
(f)	Driver training fees (instructor)	
	(i) Theory	290.00
	(ii) Practical (yard and road)	365.00
(g)	Driver testing ground booking fee	
	(i) Monthly	435.00
	(ii) Quarterly	1090.00

(h) Instructors handbook

(i) ISBN 99912-548-0-3 (A-motorbikes)	220.00
(ii) ISBN 99912-548-1-1 (B-light motor vehicles)	510.00
(iii) ISBN 99912-548-2-x (C-Truck/Trailer)	435.00
(iv) ISBN 99912-548-4-6 (F- Farm Tractors)	105.00
(v) ISBN 99912-548-5-5 (H-Heavy Plants)	435.00

(i) Teaching CD (each) for

(i) A-motorbikes ISBN 99912-548-6-2	190.00
(ii) B-Light vehicles ISBN 99912-548-7-0	190.00
(iii) C-Truck/Trailer ISBN 99912-548-8-9	190.00
(iv) D-Buses ISBN 99912-548-9-7	190.00
(v) F-Agricultural Tractors ISBN 99912-549-0-0	190.00
(vi) H-Heavy plant Machineries ISBN 9991-549-1-9	190.00

(j) Driver Question book

(i) Class A-ISBN 99912-549-5-1	30.00
(ii) Class B-ISBN 99912-549-2-7	45.00
(iii) Class C-ISBN 99912-549-3-5	75.00
(iv) Class D-PtDP 99912-549-6-x	75.00
(v) Class F-ISBN 99912-549-4-3	45.00
(vi) Class H-ISBN 99912-549-7-8	75.00

(k) Teaching slides (transparencies) ISBN 99912-549-8-6 for 435.00.”,
classes A, B, C, D, F and H (each set)

“Please note: Where validity of the instructor’s permit has expired, a penalty equal to one twelfth of the appropriate fee set out in the First Schedule, multiplied by the number of months, inclusive of the month in which the renewal is sought, which has elapsed since the validity of the permit expired, calculated to the nearest pula”.

SECOND SCHEDULE

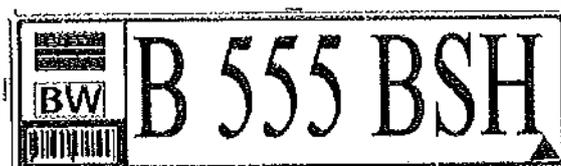
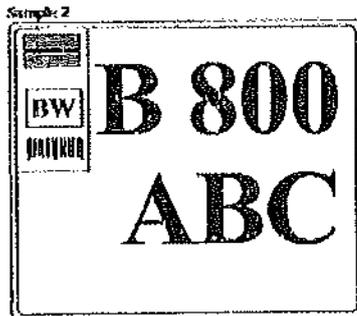
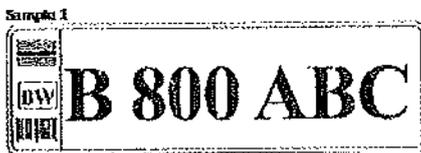
FORMS
(reg. 4)

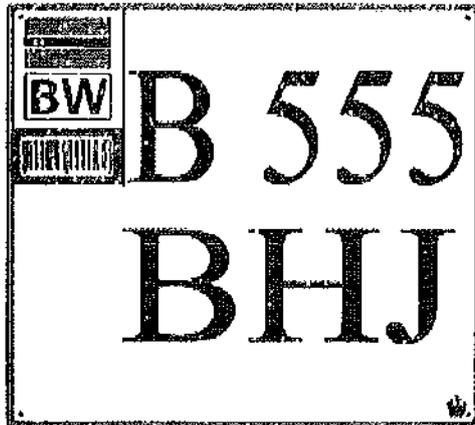
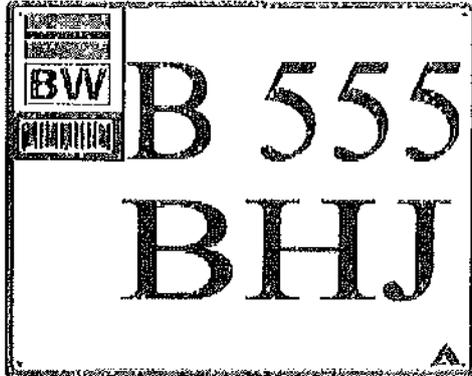
<i>Purpose</i>	<i>Form No.</i>
Application for provisional driving licence/driving licence/	DL 1
Renewal/duplicate/driving instructor permit (first issue/	DL 1
Renewal)/PS (PrDP) (main application form)	
Eye-Test Form	DL 8
Provisional driving licence	DL 9
Confirmation application for PrDP	DL 10
Application for registering a driving school	DL 11
Application to be a driving instructor	DL 12
Driving instructor's certificate	DL 13
Book for theory test	DL 14
Theory test (result confirmation)	DL 15
RSE processing form	DL 17
Booking for practical driving test	DL 18
Yard test scoring form	DL 22
Road test scoring form	DL 23
Statistical abstracts (theory, yard and road test)	DL 24
Driving licence receipt	DL 25
Medical health form	DL 31
Application for registration of a vehicle/vehicle licence/renewal	R.V.1
Notification of change of ownership of vehicle	R.V.2
Application for roadworthiness certificate	R.V.3
Roadworthiness (inspection) certificate	R.V.4
Application for motor dealer's licence	R.V.5
Registration book	R.V.10
Vehicle licence (disc)	R.V.11
Motor Dealer's licence	R.V.12
Driving licence (F-tractor and H-Special type only)	R.V.14
PrDP (PSV) permit	R.V.16
Application for a Personalized Identification Plate	R.V.17

THIRD SCHEDULE

TYPES OF IDENTIFICATION PLATES
(reg. 6 and 10F)

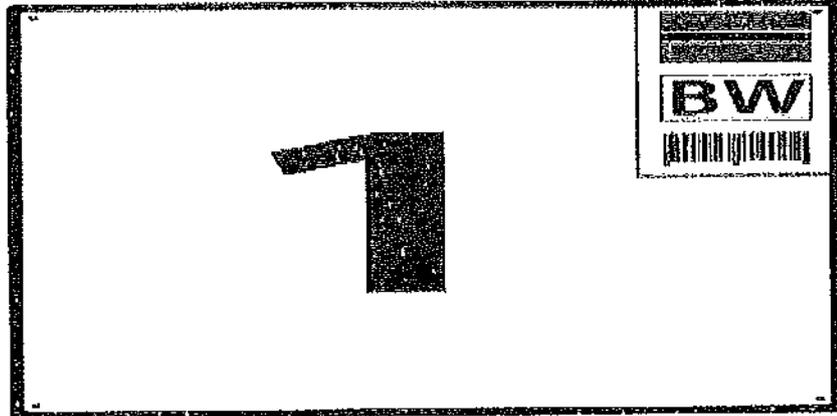
Sample 1



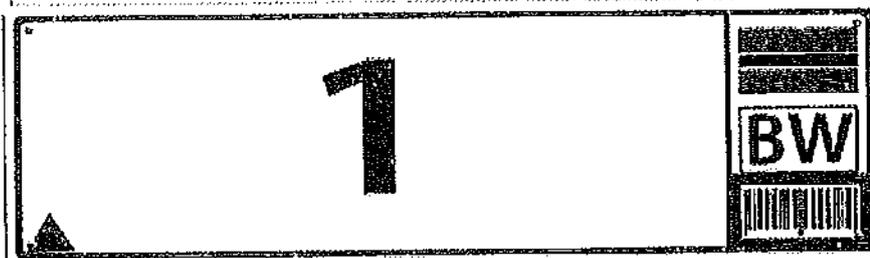


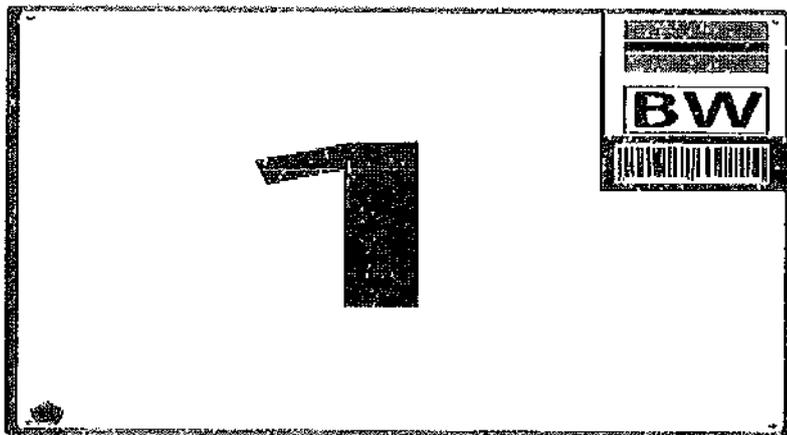
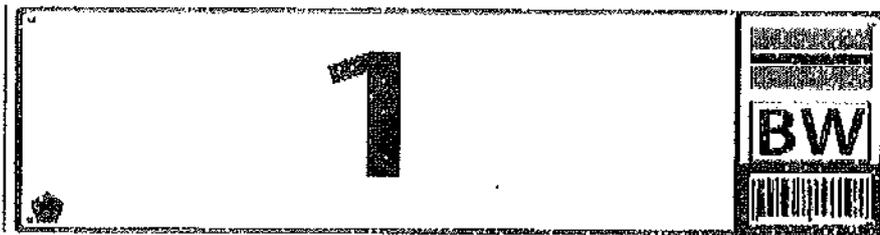
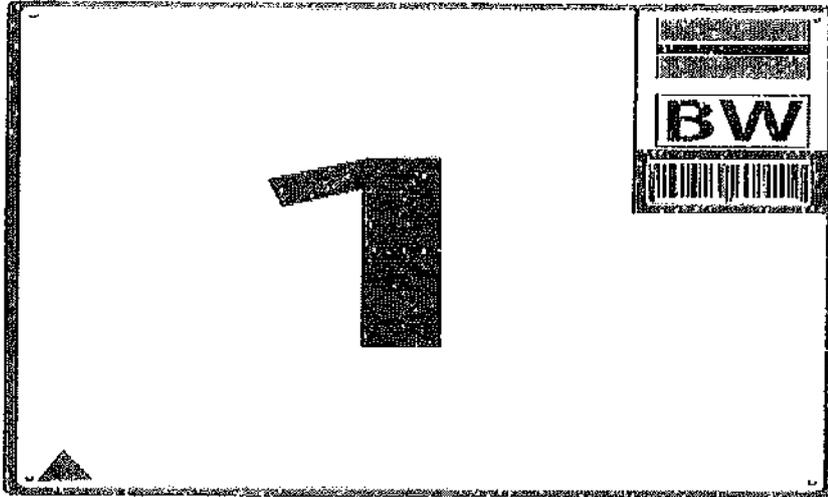
CLASS 1

Sample 1



Sample 2



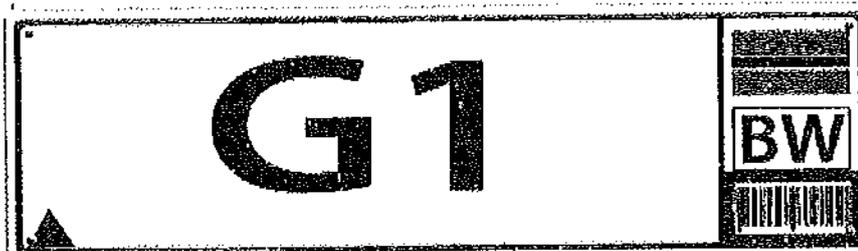


CLASS 2

Sample 1



Sample 2

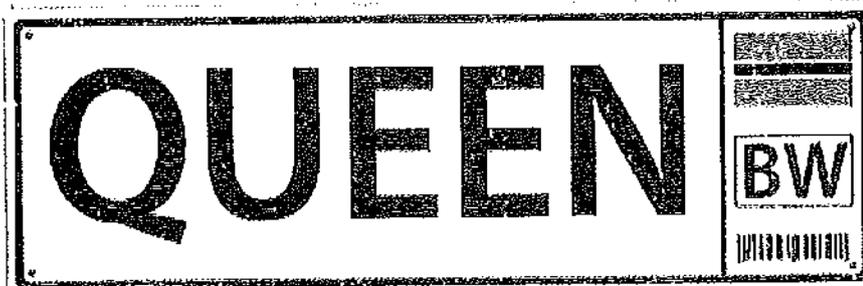






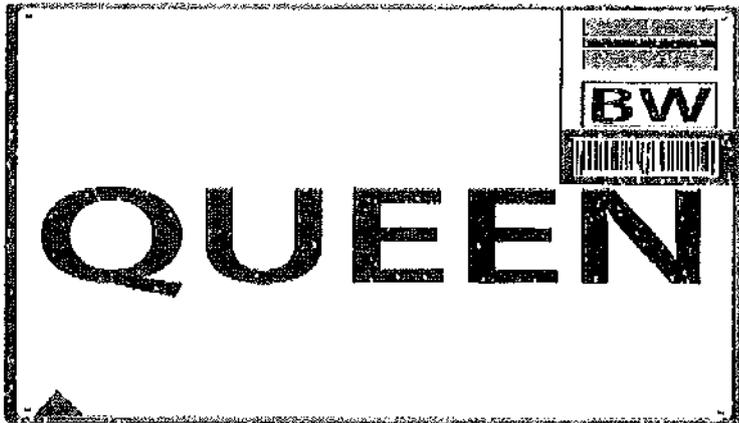
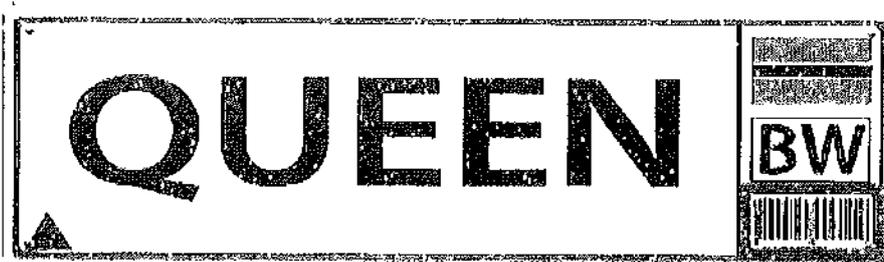
CLASS 3

Sample 1





Sample 2

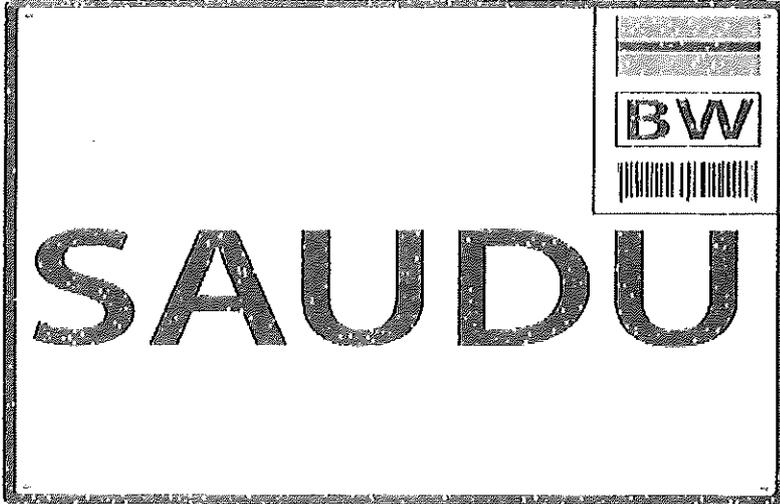




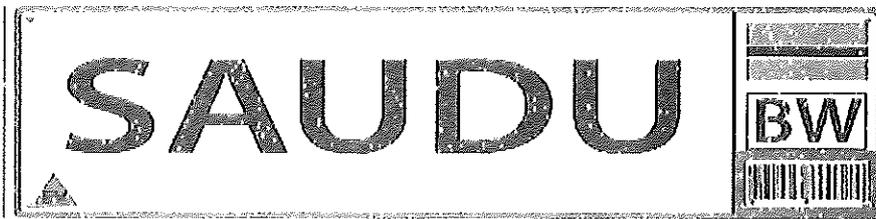
CLASS 4

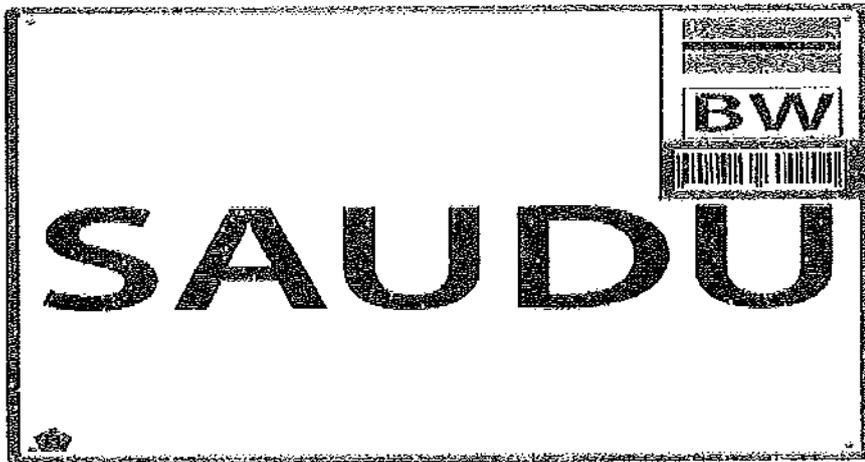
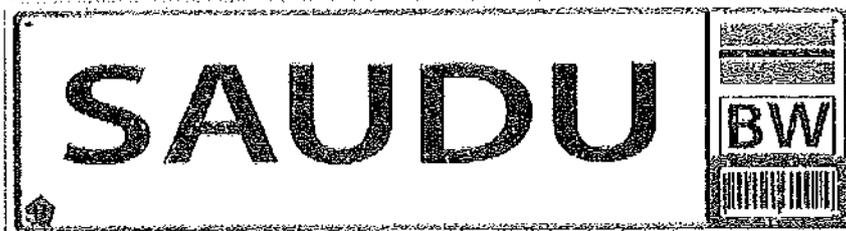
Sample 1





Sampla 2





TENTH SCHEDULE

DRIVING TEST (reg. 13)

Subjects for the theoretical test (all license classes)

1. Personal requirements: Fitness to driver;
2. Road personality, Road Traffic Act -- basic rules,
3. Road Traffic Regulations;
4. Traffic routes, the use, risks and importance;
5. Speed, distance, warning signals;
6. Right of way, traffic control by lights, police officers and special situations;
7. Road signs, Traffic facilities, level crossings;
8. Different road users and their characteristics;
9. Driving manoeuvres, using motor vehicles in an environmental sensitive manner;
10. Stationary traffic, securing vehicles, towing;
11. Consequences of infringements of traffic regulations;
12. Basic technical conditions and maintenance;
13. Passenger and goods transport; and
14. Driving with trailers "BB, EC1 and EC"

(Questions in multiple or single Choice system)

Group 1: written or oral

Group 2: written or oral

Driving manoeuvres in an area isolated from traffic

1. 3-points turn (Group 1);
2. Alley-docking (forward and reverse) (Group 1 and 2);
3. Parallel parking (reverse) (Group 1 and 2);
4. Diagonal parking (forward) (Group 1 and 2); and
5. Incline start (Group 1 and 2);

Driving manoeuvres on the public road (all classes of vehicles);

1. Handling of the vehicles, use of rear-view mirrors, blind spots and seat-belts;
2. Position on the road;
3. Turning;
4. Crossing overtaking and passing
5. Rights of way;
6. Traffic light signals by authorised persons, traffic and road marking;
7. Speed and correct traffic perception;
8. Respect for other road users and observance of safe distance between vehicles;
9. Compliance with corresponding traffic signs; and
10. Attitude towards the prevention of accidents.

Group 1:

Applicants for licence classes: A1, S, B, BB, F, H (special type)

Group 2:

Applicants for licence classes C1, C, EC1, EC and PrDP-P, G, H

Licence Class	No. of theory questions	Tolerated mistakes	Duration of Yard test in min	Duration of Road	Vehicle to supply test in min	Remarks
A1	30	6	15	30	<125 cc Bike	N/A
A	30	6	15	30	>250 cc Bike	N/A
B	30	4	15	30	<9.5t	1. 4 seats, 2 outside mirrors+ examiner's mirror *1/; and 2. Exempted from holding class F licence
BB	45	6	N/A	30	Light vehicle	1. +Trailer >750kg 2. Exempted from holding class F licence
C1	45	6	15	45	>12t Truck	1. Air-resistant brake system; and 2. Exempted from holding class F licence
C	45	6	15	45	>16t Truck	1. Air-resistant brake system; and 2. Exempted from holding class F licence

BCI	45	6	N/A	45	>12t Truck	1.+Trailer >750kg 2. Exempted from holding class F licence
BC	45	6	N/A	45	>16t Truck	1.+Trailer >5t; and 2. Exempted from holding class F licence.
PrDP	45	6	15	30	15 seater	Minibus (Kombi)
PrDP 45 (Class D)	6	15	30	35 seater	Minibus	PrDP 45 (Class D)
PrDP 45 (Class D)	6	15	30	65 seater	Bus	PrDP 45 (Class D)
PrDP 45 (Class D)	6	20	45	>100 seater	Train + Double deck bus	PrDP 45 (Class D)
F30	4	N/A	30	Farm Tractor	Not exceeding 30 km/h	F30
H30	4	N/A	30	Special Type	Listed in Levels from 1 to 7 (Grader, Crane, Front-end Loader, etc)*2/	H30
Instructor 45 multiple	4	30	45	For concerned class	DRTS Examina- tion board	Instructor 45 multiple
Any 30 licence suspension	4	15/20	30/45	For concerned class	Any 30 licence suspension	

- *1. Illiteracy, including deaf or physically disabled, are limited to class B only. Upgrading is not permitted.
- *2. Applicants for class II shall be exempted from undergoing theory test on presentation of a valid certificate of competence from a recognised body in Botswana (i.e. ATTC, MTTC, CITE, ROADS, DRTS, or any licenced private institution) for a course of not less than three months.
- *3. The theory test for driving classes with 30 questions shall be 30 minutes long and the theory test for driving licence classes with 45 questions shall be 45 minutes long.

Age Limits for Granting of Professional Driving Permit

<i>Class</i>	<i>Age</i>	<i>Requirements</i>
PrDP(P) call cab	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); and 3. Application shall have a police clearance certificate
PrDP(P) Taxi	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); and 3. Application shall have a police clearance certificate
PrDP(P) Mini Bus	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); and 3. Application shall have a police clearance certificate
PrDP(P) Midi Bus	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); and 3. Application shall have a police clearance certificate
PrDP(P) (Special)	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); and 3. Application shall have a police clearance certificate

PrDP(G) Goods	18 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); and 3. Application shall have a police clearance certificate
PrDP(P) School Bus	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); 3. Application to undergo theory, yard and road test; and 4. Application shall have a police clearance certificate
PrDP(P) Bus	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); 3. Application to undergo theory, yard and road test; and 4. Application shall have a police clearance certificate
PrDP(P) Train Bus	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); 3. Application to undergo theory, yard and road test; and 4. Application shall have a police clearance certificate
PrDP(P) Double Deck Bus	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving licence; 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); 3. Application to undergo theory, yard and road test; and 4. Application shall have a police clearance certificate

PrDP(P) Hazardous licence;	21 years	<ol style="list-style-type: none"> 1. Application shall have a valid Botswana driving 2. Application to undergo medical examination according to regulation 14 (Ninth Schedule); 3. Application shall have a certificate from an approved institution certifying that the applicant has undergone training for handling of hazardous goods; and 4. Application shall have a police clearance certificate.
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*PrDP (G) shall cover all driving licence classes.

TEST MODULE FOR COMPUTERIZED PRACTICAL TESTING

*A driving test for theory and practical's can be conducted through computer or manually
Practical Driving Course Test for Class A1 and A (Moto Bike)*

No.	Driving Courses Manoeuvre	Driving Courses Vehicles	Penalty Points
1	8 shaped course	Touching the course boundary lines Failure to follow course direction Touching the ground with foot Falling off bike	
2	Slalom course	Touching course obstruction/ cones Touching the course boundary lines Failure to follow course direction Touching the ground with foot falling off bike	
3	Narrow road course	Touching the course boundary lines Completion of the course less than 7 seconds Touching the ground with foot Riding outside course boundary lines while moving forward Falling off bike	

4	Emergency braking course	Entering the start of the course at a speed over 25km/h Failure to maintain a speed of at least 25km/h when crossing the starting line for the braking zone Braking before entering the braking zone Braking outside the braking zone boundary lines Failure to stop within the braking zone	
Please note..... <input type="checkbox"/> A candidate will be given a total of 100 points at the start of the test <input type="checkbox"/> A candidate will fail the test if he/she scores less than 70 points overall of which the test will end regardless of the location within the entire driving course.			

Practical Driving Course Test for Class B, C, and PrDP (Yard Test)

No.	Driving Course	Driving Course Valuations	Penalty Points
1	Start	Failure to fasten the seat belt Failure to disengage the hand brake Failure to turn on the indicator to right Failure to cross the start line after the starting signals is given Switching off the indicator within 10m after crossing the start line Failure to cross the start line within 30 seconds	
2	Slope	Failure to stop within the marked starting zone (from bottom to top line) Stopping for more than 5 seconds Rolling backwards Failure to restart within 30 seconds after stalling engine	
3	Intersection	Crossing the stop line when the traffic light is red Failure to proceed when traffic signal is green Staying for more than 30 seconds in the middle of the intersection Failure to turn on indicator signal when turning right	
4	Roundabout	Failure to give way to approaching vehicles from the right side	
5	S-Course	Touching the course boundary lines	

6	Alley docking	Failure to complete manoeuvre within 2 minutes. Enter by front and stop at confirmation line before moving out Touching the course boundary lines Failure to check the confirmation line where the wheels stand Failure to complete the manoeuvre within 2 minutes	
7	Emergency braking	Failure to stop within 2 seconds when on-board emergency stop signal flashes Failure to turn on hazard warning indicators within 3 seconds Failure to turn off hazard warning indicators and proceed after emergency stop signal turns off	
8	Railway crossing	Failure to stop within 1 metre from the stop line Stopping over the stop line Crossing the railway line without stopping	
9	Gear shifting	Failure to maintain a speed less than 20km/h when entering the marked zone, and thereafter accelerate to more than 20km/h and finally decelerate to less than 20 km/h in accordance with the speed restriction signs Failure to begin 1 st gear and upon acceleration change into 2 nd gear and finally, upon deceleration engage 1 st gear	
10	Parallel parking	Failure to stop at least 3 seconds within the parking bay with the rear wheels on the confirmation line Touching boundary line markings Failure to complete manoeuvre within 2 minutes	
11	Finish	Pass finish line completely before switching on left indicator	
<p>Note:</p> <p><input type="checkbox"/> A candidate will be given a total of 100 points at the start of the test</p> <p><input type="checkbox"/> A candidate will fail the test if he/she scores less than 70 points overall of which the test will end regardless of your location within the entire driving course</p>			

Road Test for Classes EB, B, C, EC, ECI and PRDP

No.	Task	Penalty Points
	A. Checklist before start	
1	Car door not closed completely	
2	Changing gear without stepping on clutch	
3	Taking off without releasing parking brake	
	B. Start	
4	Over-revving engine	
5	Jerking of clutch pedal	
6	Stalling engine due on the wrong clutch control	
7	Failure to turn on the correct indicator when driving on start line	
8	Failure to turn on the correct directional indicator before changing direction (10m)	
9	Failure to turn on the correct directional indicator after completing a change of direction (10m) from the start line	
10	Failure to observe around vehicle with inside and outside rear –view mirrors, blind spot check, etc... before taking off	
11	Failure to proceed within 20 seconds after restarting the engine	
12	Failure to restart the engine within 10 seconds after stalling	
	C. Acceleration	
13	Driving at a very lower than normal speed	
14	Failure to maintain the normal driving speed	
15	Not accelerating due to wrong gear engaged	
	D. Braking	
16	Coasting without utilising the engine braking effect i.e. placing the gear on neutral while driving, engaging clutch continuously while decelerating	
17	Not braking while stopping shortly	
	E. Careless driving	
18	Failure to observe around vehicle before direction change for safety	
19	Line or lane violation while driving on straight or curved road	
20	Failure to observe around vehicle when making U-turn	
21	Failure to use directional indicator to change direction	
22	Failure to use directional indicator 30 meters before changing directions	

23	Failure to maintain directional indicator until completing the direction change (re-engage within 3 seconds if signal inadvertently turns off)	
24	Failure to turn off the directional indicator after completion of direction change	
25	Changing within a prohibited area	
	F. Driving Straight, left/right turn	
26	Not turning on the left/right indicators at all for direction change	
27	Not turning on the left/right indicators 30minutes before changing direction	
28	Failure to maintain the left/right indicators until completion of direction change	
29	Failure to turn off left/right indicators after completion of direction change	
30	Stopping over the stop line while stopping for the red light at intersection	
31	Failure to slow down for direction change (30km/)	
32	Over speeding within a speed restricted zone	
33	Failure to slow down when joining an intersection without traffic lights (30km/h)	
	G. DISQUALIFICATION/AUTOMATIC FAIL	
34	Sudden braking for stopping while driving (except unavoidable situation)	
35	Driving too close to the car ahead without safe distance	
36	Over speeding beyond the normal driving speed	
37	Not wearing seat belt	
38	Not able to start the engine 3 times and a candidate gives up the test	
39	Not able to start the engine over 5 times	
40	Cause an accident	
<p>Please Note:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A candidate will be given a total of 100 points at the start of the test <input type="checkbox"/> A candidate will fail the test if he/she scores less than 70 the points overall of which the test will end regardless of your location within the entire the road test route <input type="checkbox"/> The test shall be automatically evaluated, some test elements will be evaluated manually by the Driving Examiner <input type="checkbox"/> A candidate shall use government vehicles for computerised practical testing of candidates 		

TWELFTH SCHEDULE
CONVERSION OF FOREIGN DRIVING LICENCE

(reg.11 (B))

<i>Country SADC member States</i>	<i>License class</i>	<i>Converts into</i>	<i>Conditions</i>
European Union	A1 A	A1 A	Procedure under regulation 11 to be followed.
	B	B	Procedure under regulation 11 to be followed.
	EB	EB	Procedure under regulation 11 to be followed.
	C1	C1	Procedure under regulation 11 to be followed.
	C	C	Procedure under regulation 11 to be followed.
	EC1	EC1	Procedure under regulation 11 to be followed.
	EC	EC	Procedure under regulation 11 to be followed.
	H	H	Procedure under regulation 11 to be followed.
	A1	A1	Procedure under regulation 11 and Eighth Schedule to be followed.
	A	A	Procedure under regulation 11 and Eighth Schedule to be followed.
	B	B	Procedure under regulation 11 and Eighth Schedule to be followed.
	EB	EB	Procedure under regulation 11 and Eighth Schedule to be followed.
	C1	C1	Procedure under regulation 11 and Eighth Schedule to be followed.
	C	C	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC1	EC1	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC	EC	Procedure under regulation 11 and Eighth Schedule to be followed.
	H	H	Procedure under regulation 11 and Eighth Schedule to be followed.

United States of America	A1	A1	Procedure under regulation 11 and Eighth Schedule to be followed.
	A	A	Procedure under regulation 11 and Eighth Schedule to be followed.
	B	B	Procedure under regulation 11 and Eighth Schedule to be followed.
	EB	EB	Procedure under regulation 11 and Eighth Schedule to be followed.
	C1	C1	Procedure under regulation 11 and Eighth Schedule to be followed.
	C	C	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC1	EC1	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC	EC	Procedure under regulation 11 and Eighth Schedule to be followed.
	H	H	Procedure under regulation 11 and Eighth Schedule to be followed.
Asian Countries	A1	A1	Procedure under regulation 11 and Eighth Schedule to be followed.
	A	A	Procedure under regulation 11 and Eighth Schedule to be followed.
	B	B	Procedure under regulation 11 and Eighth Schedule to be followed.
	EB	EB	Procedure under regulation 11 and Eighth Schedule to be followed.
	C1	C1	Procedure under regulation 11 and Eighth Schedule to be followed.
	C	C	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC1	EC1	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC	EC	Procedure under regulation 11 and Eighth Schedule to be followed.
	H	H	Procedure under regulation 11 and Eighth Schedule to be followed.

COMESA (excluding countries which are SADC member states)	A1	A1	Procedure under regulation 11 and Eighth Schedule to be followed.
	A	A	Procedure under regulation 11 and Eighth Schedule to be followed.
	B	B	Procedure under regulation 11 and Eighth Schedule to be followed.
	EB	EB	Procedure under regulation 11 and Eighth Schedule to be followed.
	C1	C1	Procedure under regulation 11 and Eighth Schedule to be followed.
	C	C	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC1	EC1	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC	EC	Procedure under regulation 11 and Eighth Schedule to be followed.
	H	H	Procedure under regulation 11 and Eighth Schedule to be followed.
AU (excluding countries which are SADC & COMESA member states)	A1	A1	Procedure under regulation 11 and Eighth Schedule to be followed.
	A	A	Procedure under regulation 11 and Eighth Schedule to be followed.
	B	B	Procedure under regulation 11 and Eighth Schedule to be followed.
	EB	EB	Procedure under regulation 11 and Eighth Schedule to be followed.
	C1	C1	Procedure under regulation 11 and Eighth Schedule to be followed.
	C	C	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC1	EC1	Procedure under regulation 11 and Eighth Schedule to be followed.
	EC	EC	Procedure under regulation 11 and Eighth Schedule to be followed.
	H	H	Procedure under regulation 11 and Eighth Schedule to be followed.

***Requirement for converting foreign driving licences into Botswana driving licences:**

- a) copy of the foreign driving licence containing the name of the applicant. A photograph of the applicant, the issue date and expiry date of the driving licence;**
- b) a completed DL form as prescribed under the second Schedule; and**
- c) an eye screening slip issued by the Department or eye doctor.**

MADE this 13th day of September, 2024.

ERIC MOTHIBI MOLALE,
*Minister of Transport
and Public Works.*