

IMMIGRATION ACT (Act No. 3 of 2011)

IMMIGRATION REGULATIONS, 2011

(Published on 14th October, 2011)

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SCHEDULE

PART I – *Preliminary*

- Citation **1.** These Regulations may be cited as the Immigration Regulations, 2011.
- Interpretation **2.** In these Regulations, unless the context otherwise requires “visitor’s permit” means a permit issued under section 19 of the Act.

PART 11 – *Immigration Procedures*

- Declaration upon arrival or departure **3.** Any person entering or leaving Botswana through a specified point of entry under section 4 of the Act, shall present himself or herself to an immigration officer and may be required —
- (a) to complete —
- (i) an arrival or departure form in Form I set out in the Schedule; and
- (ii) a personal declaration to establish nationality in Form 2 set out in the Schedule or any such form as may be required by the immigration officer; or
- (b) to furnish to the immigration officer such information as is necessary to enable the forms under paragraph (a) to be completed by the immigration officer in respect of such person.
- Prescribed diseases **4.** (1) A person who has undergone a medical examination under regulation 5 and is infected or afflicted with or suffering from any of the following diseases shall be declared an undesirable immigrant —
- (a) favus;
- (b) framboesia or yaws;
- (c) leprosy;
- (d) scabies;
- (e) syphilis;
- (f) trachoma; or
- (g) tuberculosis.
- (2) An immigration officer may, by notice in writing given to a person under examination, require that person to present himself or herself at a specific place and for a specified period for further examination.
- (3) A written notice referred to in subregulation (2) may contain conditions —
- (a) defining or restricting the place or places at which the person may live;
- (b) regulating the manner in which the holder may travel;
- (c) setting out the precautions to be carried out and the treatment to be taken by the holder to prevent the spread of disease; or
- (d) detailing the medical examinations to be undergone by the holder and the manner in which the cost of such examinations shall be defrayed.

PART III – *Application for Permits*

- Application for visitor’s permit **5.** An application for a visitor’s permit in terms of section 19 of the Act shall be endorsed in the passport of a non-citizen in the form of days.

6. (1) A non-citizen shall, in terms of section 23 of the Act, lodge an application for a permit with an authorised officer in Form 3 set out in the Schedule.	Application for permit
(2) An application made in terms of subregulation (1) shall be accompanied by a non refundable application fee of P1 500.	
7. A permit issued by a Board shall be in Form 4 set out in the Schedule and shall be subject to such conditions as a Board shall determine, which conditions shall be specified in the permit.	Issuance of permit
8. (1) The holder of a permit may make an application for renewal of his or her permit with an authorised officer in Form 3 set out in the Schedule and where a Board decides to renew, the holder of a permit shall pay a non-refundable fee of P1 500.	Renewal of permit
(2) An application under subregulation (1) shall be made six months before the expiry of the permit and a person who fails to renew his or her permit within such period commits an offence and is liable to a fine of P500 for late renewal and P20 for every day in which the offence continues up to a maximum of six months.	
9. A residence permit issued in terms of section 26 of the Act shall be in Form 5 set out in the Schedule.	Issuance of emergency residence permit
10. A work permit issued in terms of section 27 of the Act shall be in Form 5 set out in the Schedule.	Issuance of emergency work permit
11. (1) A non-citizen shall, in terms of section 28 of the Act, make an application for a permanent residence permit in Form 6 set out in the Schedule.	Application for permanent residence permit
(2) The Minister may, where satisfied with an application made in terms of subregulation (1), confer on a non-citizen the status of permanent residence in Form 7 set out in the Schedule.	
(3) An application for a permanent residence permit made under subregulation (1) shall be accompanied by a non refundable fee of P3 000.	
12. (1) An application for a certificate of exemption made in terms of section 32 of the Act shall be accompanied by a non-refundable application fee of P3 000.	Application for certificate of exemption
(2) The Director or Commissioner shall, if satisfied with an application made in terms of section 23 (1) of the Act, issue an applicant with a certificate of exemption in Form 8 set out in the Schedule.	
13. The holder of a permit or of a certificate of exemption of which has been lost, destroyed, damaged or defaced who wishes to make an application to replace the same, in terms of section 34 of the Act, shall lodge an application for a duplicate with the authorised officer in writing and such application shall be accompanied by a non-refundable application fee of P1 500.	Application for replacement of permit or certificate of exemption
14. (1) The Director, or an officer authorised shall in terms of section 36 (1) of the Act, keep at his or her office —	
(a) a register in respect of residence permits in Form 9 set out in the Schedule; and	Keeping of register
(b) a register in respect of certificates of exemption in Form 10 set out in the Schedule.	

(2) The Commissioner or an authorised officer shall, in terms of section 36 (2) of the Act, keep at his or her office —

- (a) a register in respect of work permits in Form 11 set out in the Schedule; and
- (b) a register in respect of certificates of exemption in Form 12 set out in the Schedule.

PART IV – Prohibited Immigrant

Security deposit by prohibited immigrant

15. A person declared a prohibited immigrant may as a condition precedent to his or her release in terms of section 43 of the Act, with the consent of the Minister and approval by the Director, enter into a security bond for an amount not exceeding P5 000.

Notice to undesirable immigrant

16. Where an immigration officer determines that a person is an undesirable immigrant, the immigration officer shall, in terms of section 51 (1) of the Act, notify that person of the decision in Form 13 set out in the Schedule.

PART V – Appeals Procedure

Appeal on refusal to issue permit

17. An appeal made in terms of sections 24 and 25 of the Act by an aggrieved person shall be accompanied by a non-refundable fee of P500.

Appeal against rejection to issue certification of exemption

18. An appeal made in terms of section 33 of the Act by an aggrieved person shall be accompanied by a non-refundable fee of P500.

PART VI – Miscellaneous

Submission of returns

19. A person who in terms of section 40 (1) of the Act, employs during any period of 12 months ending on 1st January, the holder of a work permit or of a certificate of exemption shall, within 15 days immediately after the expiry of the period, furnish the Commissioner with a return in Form 14 set out in the Schedule.

Offence and penalty

20. Any person who contravenes any provision of these Regulations for which no penalty is provided commits an offence and is liable to a fine not exceeding P4 000, or to imprisonment for a term not exceeding four years, or to both.

Revocation of S.J No. 75 of 1968 and S.I. No. 57 of 1983

21. The Immigration Regulations and the Employment of Non-Citizens Regulations are hereby revoked.

SCHEDULE
ARRIVAL/DEPARTURE FORM

Form 1



REPUBLIC OF BOTSWANA

IMMIGRATION ACT
(Regulation 3)

Please use block letters and black ink only

(Not to be completed by Botswana Citizens)

Arrivals: Please answer Questions 1 – 14, then sign and date.
Departures: Please answer Questions 1 – 11, then sign and date.

FOR COMPLETION BY ARRIVALS AND DEPARTURES

1 Surname				2 First Names			
3 Sex (tick) male ☐ female ☐				4 Date of Birth day month year			
5 Country of Birth				6 Present Country of Residence			
7 Nationality of Passport (state country)				8 Passport Number			
9 Passport Expiry Date		day	month	year	10 Number of Accompanying Children under 16		male female
11 Mode of Travel: Air ☐ Flight No. _____ Rail ☐ (tick one box) Road ☐ Reg. No. _____ Other ☐ specify: _____							

FOR COMPLETION BY ARRIVALS ONLY

12 Address in Botswana: _____			
13 Purpose of Entry: (tick one box)			
Return Resident ☐	Visiting Friends/Relatives ☐	In Transit ☐	Other (specify) ☐
Prospective Resident ☐	Holiday/Tourist ☐	Diplomat ☐	_____
Employment ☐	Student ☐	Business ☐	_____
14 Length of intended stay in Botswana _____ day/weeks/months			

Signature _____

Date _____

OFFICIAL USE ONLY:



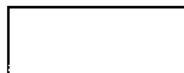
(Date Stamp)

Number of Days Granted:



Immigration
Post

Signature of Immigration Officer



10. Name of secondary school attended:

Period from:

[D][D][M][M][Y][Y][Y][Y]

To:

[D][D][M][M][Y][Y][Y][Y]

11. Name of senior/high school attended:

Period from:

[D][D][M][M][Y][Y][Y][Y]

to:

[D][D][M][M][Y][Y][Y][Y]

12. Place of your Baptism (if applicable):

Date of your Baptism:

[D][D][M][M][Y][Y][Y][Y]

13. Residential places

Residential Place	From Year	To Year
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

14. Name countries visited since birth to age of 21 years:

Country	Reason of Visit	Year
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

15. Particulars of Father

Surname:

First Name:

Middle Name:

Previous Surname:

Country of Birth:

Place of Birth:

Postal address (if alive):

Country:

Town/Village:

Post Office Location:

Residential address (if alive):

Country:

Town/Village:

P.O.Box/P.Bag:

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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[illegible]

1 1 3 1 1 1

E-mail:

Cell phone Number: _____ Telephone Number: _____

Post ☐

Country	Place of Residence

[illegible]

| |

Surname:

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32

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1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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[illegible]

1 1 1 1 1 1 1 1

(c) Countries and Places of Residence during the last 10 years:

Country	Place of Residence

16. Particulars of children under the age of 18 years, by any marriage or adoption:

Name	Age	Gender Male / Female		Whether applying For Residence	
		Yes	No	Yes	No
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐

17. Have you or those accompanying you ever been ordered to leave or prohibited from entering Botswana or any Other country?

If so, give particulars:

18. Have you or those accompanying you ever been sentenced in any country to any period of imprisonment either without the option or in default of payment of a fine (whether or not such imprisonment or such fine was suspected), or to any sentence for an offence involving violence, dishonesty or non-payment of any tax or duty?

If so, give particulars:

19. Give reasons for applying for a permit:

20. State until when the period is required:

D	D	M	M	Y	Y				

21. Do you propose to take up employment or engage for reward in any business, profession or other occupation in Botswana?

☐ Yes ☐ No

If yes, please complete application for work permit and attach to this form once you have completed it.

I (Full Name of Applicant)

declare that the information furnished by me in this application is true and correct.

Date:

P D M Y V V V

Signature of Applicant:

--

For Commissioner of Oaths:

Declared before me at:

Date:

Time:

H H M M

Names of Commissioner of Oaths:

Telephone Number:

Designation of Commissioner of Oaths:

(Signature of Commissioner of Oaths)

(Official Stamp)

PART II

1. Qualifications

Name of Institution	Qualification obtained	Duration	Year Obtained

2. If applying for renewal gives details of existing permit/s:

	Work Permit	Residence Permit
Permit Number		
Date of Issue		
Place of Issue		
Date of Expiry		

3. State how you intend to support yourself and your dependant (if any). Give full details supported by documentary proof:

I (Full Name of Applicant) _____
 declare that the information furnished by me in this application is true and correct.

Date:

Signature of Applicant:

[illegible]

For Commissioner of Oaths:

Declared before me at:

Date: Time:

Names of Commissioner of Oaths: Telephone Number:

Designation of Commissioner of Oaths:

(Signature of Commissioner of Oaths) (Official Stamp)

PART III
To be completed by the employer

1. (a) Full business name and address.....
.....
.....
(b) Telephone No.....
(c) Fax No.....
(d) Type of goods or services provided by the business
.....
.....
2. Details of position to be filled by applicant
- (a) Job title.....
(b) Job description.....
.....
.....
3. Remuneration
- (a) Basic pay.....
(b) Inducement allowance.....
(c) Settlement allowance.....
(d) Housing allowance.....
(e) Water/electricity subsidy.....
(f) Transport subsidy.....
(g) Bonus.....
(h) Education allowance.....
(i) Leave expenses.....
(j) Medical Aid.....
(k) Pension.....
(l) Gratuity.....
Others.....
4. Period for which permit is sought.....
5. (a) Has the vacancy been advertised? Yes/No
(b) If yes, please attach copy of advertisement.
6. Have you furnished the Commissioner of Labour with your manpower development, training and localization program?
Yes/No. If no, please explain
.....
.....

7. (a) Details of trainees

Name of Trainee	Educational qualifications	Job experience

(b) Name of trainee most likely to take over

- (i) at the expiry of the Permit.....
- (ii) in the long term.....
- (iii) date of localization.....

8. State the time required to have the trainee fully trained.....

9. In case of renewal briefly and factually state reasons why trainee cannot take over

10. What are your main difficulties in securing local recruitment for this post?

11. Have you made enquiries with Labour Department on the availability of a suitable citizen for the job you are offering to a non-citizen?

12. State number of local or Botswana citizens in your establishment.....

I (Full Name of Applicant)

declare that the information furnished by me in this application is true and correct.

Date:

D D M M Y Y Y Y

Signature of Applicant:

For Commissioner of Oaths:

Declared before me at:

Date:

Time:

Names of Commissioner of Oaths:

Telephone Number:

Designation of Commissioner of Oaths:

PART IV
To be completed by investors

1. If applying for renewal of work and residence permits give details of existing permits

- A) Permits number:
B) Place of issue:
C) Date of issue:
D) Expiry date:

WORK PERMIT	RESIDENCE PERMIT

2. Name of company Tel No.
Fax

3. Location of company/business (i.e. plot no. and town/Village name)

.....

.....

4. Attach proof of capital investment in the company/business

5. What services/products does your company provide.....

.....

6. Capacity in which you will be employed.....

7. (a) Will you draw a salary? Yes/No

(b) If yes state salary per annum.....

(c) If no explain why.....

.....

I (Full Name of Applicant)
declare that the information furnished by me in this application is true and correct.

Date:

D	D	M	M	Y	Y	Y	Y		

Signature of Applicant:

--

For Commissioner of Oaths:

Declared before me at:

.....

Date:

.....

Time:

.....

Names of Commissioner of Oaths:

.....

Telephone Number:

.....

Designation of Commissioner of Oaths:

.....

.....
(Signature of Commissioner of Oaths)

(Official Stamp)

PERMIT

FORM 4

IMMIGRATION ACT

(Regulation 7)

WIND-001-1000000-10-1

10-10-1000000-10-1

10-10-1000000-10-1

**REPUBLIC OF
BOTSWANA**

PERMIT 1000100000

Full name

Passport

Signature

Place of birth

Place of issue

Place of expiry

Place of issue

RESIDENCE

Place of birth

Place of issue

Place of expiry

Place of birth

Place of issue

Place of expiry

<Barcode of
Letter no>



EMERGENCY WORK PERMIT BY COMMISSIONER OF LABOUR
IMMIGRATION ACT
(Regulation 9, 10)

Date _____ 20____

[illegible][illegible]

In exercise of powers vested in him by section 27 of the Immigration Act the Commissioner of Labor being of the opinion that an emergency exist in your Company /Establishment which requires immediate employment of the under mentioned Non-Citizen, hereby orders that provision of section 22 shall not apply in respect of such a Non-Citizen:

Nationality 1 1 1 1

Nationality of passport

Date of Expiry [illegible]

3. Address in Botswana _____

Tel.No | | | | | | | |

Form 5



(Regulation 11 (1))

Please use block letters and black ink only

File Number

Photo
3cmx 4cm

- 1. Sumate:**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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First Name:

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Middle Name:

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Previous/Maiden Surname:

[illegible]

- 2. Date of Birth:**

D D M M Y Y Y

- 3. Sex:**

Male ☐ Female ☐

4. Country of Birth:

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 6

Place of Birth:

[illegible]

- 5. Passport Number:**

6. Date of issue:

0 0 M M Y YY

- 7. Date of Expiry:**

- 8. Nationality of Passport:**

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- 9. Date of Arrival:**

D R M M Y YY

10. Occupation:

Qualifications: _____

11. Have you ever been convicted of a criminal offence?

(a) Outside Botswana: Yes ☐ No ☐

If yes, specify, giving details: _____

(b) In Botswana: Yes ☐ No ☐

If yes, specify, giving details:

12. (a) Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Widowed ☐ Separated

(b) Names of spouse and children under 18 years applying:

Relation	Names

13.(a) As an investor What contribution have you made to the economy and people of Botswana?(Provide as much information as necessary, may use additional papers):

(b) As an employee: What contribution have you made to the economy and people of Botswana? (Provide as much information as necessary, may use additional papers):

(c) Any other resident who does not fall under (a) and (b) above: What contribution have you made to the economy and people of Botswana. (Provide as much information as necessary, may use additional papers):

14. During your stay in Botswana have you ever violated terms and condition of your work and/or residence permits?

15. Preferred method of communication:

E-maR

SMS ☐ Cellphone Number: Telephone Number:

Post ☐

16. (a) Present Postal Address:

Country: _____

Town/Village: _____

Post Office Location: _____

P.O.Box/P.Bag:

(b) Residential Address:

Country: _____

Town/Village: _____

Street/Ward Name: _____

Plot/House No: _____

17.I HEREBY DECLARE that I understand the above question and have answered them truthfully and to the best of my knowledge.

Signature of Declarant:

[illegible]

Date: _____
 D D M M Y YYY

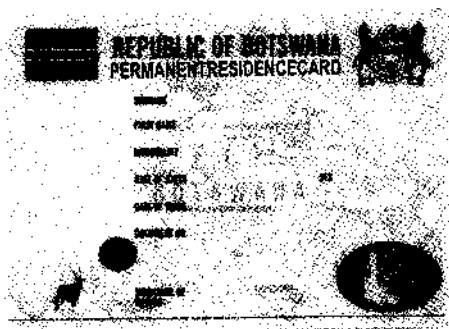
CERTIFICATE OF PERMANENT RESIDENCE PERMIT

Form 7

IMMIGRATION ACT

(Regulation 11 (2))

FRONT SIDE



BACKSIDE



CERTIFICATE OF EXEMPTION

Form 8

IMMIGRATION ACT

(Regulation 12(2))

PERMIT

REPUBLIC OF
SOUTH AFRICA

1000100001

EXEMPTION

[REDACTED]

REGISTER OF RESIDENCE PERMITS BY DIRECTOR

Form 9



REPUBLIC OF BOTSWANA

Immigration Act

(Regulation 14(1))

[illegible]

REGISTER OF CERTIFICATE OF EXEMPTION BY DIRECTOR

Form 10



REPUBLIC OF BOTSWANA

Immigration Act

(Regulation 14(1))

[illegible]



REPUBLIC OF BOTSWANA

Immigration Act

(Regulation 14(2))

[illegible]

REGISTER OF EMERGENCYWORK PERMIT BY COMMISSIONER

Form 12



REPUBLIC OF BOTSWANA

Immigration Act
(Regulation 14 (2))

Name of Applicant	Nationality of Applicant	Employer Company	Emergency work permit Number	Date Issued or Renewed	Expiry Date	Date Dispatched to Applicant	Forwarding Address	Forwarding Officer's Signature

NOTICE OF DECLARATION AS UNDESIRABLE IMMIGRANT

Form 13



REPUBLIC OF BOTSWANA IMMIGRATION ACT (Regulation 16)

<Barcode of
Letter No>

REF: <FileNo>

<PrintDate>

TAKE NOTICE that you are hereby declared to be an undesirable immigrant for the reason(s) set out in the under mentioned provisions of the Immigration Act-

Section <Section> <Reason of UI>

and take notice further that, subject to any right of appeal which you may have in terms of section 52 of the Act, your presence within or further entry into Botswana is unlawful. If you do not note an appeal within three days of the service of this notice or if your appeal is dismissed you will be liable to be removed from Botswana. Further, if having left Botswana, you unlawfully re-enter, you will be liable to arrest and prosecution.

Date

<Signature>

Immigration Officer: <Officer Name>

N.B. Section 51 of the Immigration Act reads -

51. (1) where an immigration officer determines that a person is an undesirable immigrant, the immigration officer shall notify that person of the decision in the prescribed form.
51. (2) Notice issued under subsection (1) shall contain the grounds for declaring that person an undesirable immigrant.
52. (1) A person to whom notice is given under section 51 may appeal to a magistrate's court and such appeal shall be noted within 3 days after such notice has been given.
52. (2) A person shall not be removed from Botswana pending the hearing of such an appeal, but the provisions of section 45 shall apply in relation to that person as if he or she was being removed.
52. (3) A magistrate's court may, of its own motion or at the request of the appellant or of an immigration officer, reserve for the decision of a judge of the High Court any question of law which arises upon an appeal heard before such magistrate's court, and shall state the question in the form of a special case for the opinion of the court by transmitting the special case to the Registrar of the High Court.
52. (4) A question stated in the manner described in subsection (3) may be heard and argued before a judge of the High Court at any convenient time, and that judge may call for further information to be supplied by the magistrate, if he or she deems such information necessary, and may give such answer on the case, supplemented by the costs of the proceedings, as he or she may think fit.

CERTIFICATE

1. THIS IS TO CERTIFY that I have on <Date>

Served upon <Person Name>

notice of declaration as an undesirable immigrant to Botswana in terms of the Immigration Act.

2. The said <Person Name>

Has further been warned not to re-enter Botswana without having ceased to be an undesirable immigrant and if he does so he shall be liable to arrest and prosecution under the provision of section 44 (1) and 45 of the Act.

Date:

.....

<Signature>

Immigration Officer: <Officer Surname>

Station <Current Location>

Date:

.....

Signature of Deportee

<Barcode of
Letter no>

Form 14



PART I

TRAINING AND LOCALIZATION ANNUAL RETURNS

1.Name and address of company

[illegible]

2.Type of undertaking

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

3. Name of Manager

[illegible]**Telephone Number**

1 1 1 1 1 1 1 1

4. Staff Complements:

[illegible]

CERTIFICATE

1. THIS IS TO CERTIFY that I have on <Date>

Served upon <Person Name>

notice of declaration as an undesirable immigrant to Botswana in terms of the Immigration Act.

2. The said <Person Name>

Has further been warned not to re-enter Botswana without having ceased to be an undesirable immigrant and if he does so he shall be liable to arrest and prosecution under the provision of section 44 (1) and 45 of the Act.

Date:

.....

<Signature>

Immigration Officer: <Officer Surname>

Station <Current Location>

Date:

.....

Signature of Deportee

5 (a) Number employed as at 31st December (all told)

(b) Number employed previous year

(c) Percentage (increase/decrease)

(d) Number of citizens sponsored for training abroad

(e) Number of citizens sponsored for training locally

(f) Number of locals (dismissed/deserted/resigned as at 31st December

(Delete whichever is inapplicable)

(g) Main cause of dismissal

Resignations

Desertions

(h) Percentage of staff turnover among expatriates

(i) Percentages of staff turnover among locals

PART II

Breakdown of Citizens being Trained for Senior Posting and others

Name of Trained Local	Form of Certificate or Testimonial	UPGRADING AND PROMOTION				
		Previous Post	Present Post	Wages Before Training	Wages During Training	Present Wages

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6) What are your plans for localization of these posts?

(7) I certify that the above Information is true in all respects:

Signature of the manager _____

Date

NOTE: Completed forms must reach this office on or before _____

Signature of Commissioner of Oaths

FOR OFFICIAL USE ONLY

MADE this 28th day of September, 2011.

PETER L. SIELE,
Minister of Labour and Home Affairs.