



Republic of Namibia
Annotated Statutes

REGULATIONS

REGULATIONS MADE IN TERMS OF

Immigration Control Act 7 of 1993

section 60(3)

General Regulations

Government Notice 892 of 1950

(OG 1540)

came into force on date of publication: 14 April 1950

The General Regulations were originally made in terms of section 19 of the Aliens Registration Act 26 of 1939, which was repealed by the Immigration Control Act 7 of 1993. Pursuant to section 60(3) of the Immigration Control Act 7 of 1993, the Importation of General Regulations are deemed to have been made under that Act

as amended by

Government Notice 1148 of 1951 (GG 1609)

came into force on date of publication: 6 July 1951

ARRANGEMENT OF REGULATIONS

[Some regulations do not have headings.]

1. Definitions

FORM OF APPLICATION FOR REGISTRATION

2. Registration Fee

REGISTRATION CERTIFICATE

- 3.
- 4.
- 5.

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

6. Notice to be given by Parent or Guardian of Alien Child Reaching the Age of 16 Years

NOTICES OF CHANGE OF ADDRESS

7.
8.
9. Register to be kept by Occupier of Premises
10. Statement by Alien of Partnership or Employment
11. Notice of Termination of Partnership or Employment
12. Notice of Commencement of Business or Trade on own Account
13. Notification of Departure of Aliens from the Union
14. Repeal of Regulations

FIRST SCHEDULE
APPLICATION FOR REGISTRATION OF ALIEN

SECOND SCHEDULE
REGISTRATION CERTIFICATE

THIRD SCHEDULE
ALIENS REGISTRATION - NOTICE BY PARENT OR GUARDIAN.

FOURTH SCHEDULE
NOTICE OF CHANGE OR INTENDED CHANGE OF ADDRESS OR WORK

FIFTH SCHEDULE
NOTICE BY ALIEN THAT HE HAS COMMENCED TO RESIDE OR WORK IN A NEW
REGISTRATION DISTRICT

SIXTH SCHEDULE
NOTICE BY PARTNER OR EMPLOYER OF ALIEN
OR
STATEMENT OF ALIEN'S ENTRY INTO PARTNERSHIP OR EMPLOYMENT

SEVENTH SCHEDULE
NOTICE BY PARTNER OR EMPLOYER OF ALIEN OF TERMINATION OF
PARTNERSHIP OR EMPLOYMENT

EIGHTH SCHEDULE
NOTICE BY ALIEN COMMENCING BUSINESS OR TRADE ON HIS OWN ACCOUNT

NINTH SCHEDULE
RETURN OF ALIENS DEPARTING FROM UNION BY SEA

Definitions

1. For the purpose of these regulations "the Act" shall mean the Aliens Registration Act, 1939, as amended by the Aliens Registration Amendment Act, 1949, and any expression to which a meaning has been assigned in and for the purpose of the Act, shall, when used in these Regulations, bear the same meaning.

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

FORM OF APPLICATION FOR REGISTRATION

- (i) The application by an alien for a registration certificate shall be in the form set out in the First Schedule to these regulations.
- (ii) When all the information for which provision is made on the form of application, has been inserted on the form, the alien shall, in the presence of the Registration Officer or Assistant Registration Officer to whom he makes the application, sign the form in ordinary European characters, or if unable so to sign, affix his right thumb print in the space provided for the purpose.
- (iii) The applicant shall submit with his application -
 - (a) four identical photographs of his face taken straight from in front, and four identical photographs of his face taken in profile (the photographs being taken with uncovered head, and at the time of his application), on thin paper, size 1½ inches by 2½ inches, the face as photographed at its narrowest being not less than ¾ inch;
 - (b) passport or other document establishing nationality and identity, if possessed by the applicant; and
 - (c) finger prints, if required by the Registration Officer or Assistant Registration Officer.

Registration Fee

2. The prescribed registration fee to be paid for a registration certificate shall be 2s. 6d. (two shillings and six pence).

Registration Certificate

3. The registration certificate shall be in the form set out in the Second Schedule to these regulations.

4. When the Chief Registration Officer is satisfied that an alien who has applied for a registration certificate is entitled to remain in the Union, he shall issue a registration certificate to him and shall transmit it to the Registration Officer of the registration district in which the alien resided at the date of his application, and the Registration Officer of that district shall deliver or cause any Assistant Registration Officer of his district to deliver, the certificate to the alien. If the alien has ceased to reside in that district and resides in another registration district, the Registration Officer shall transmit the registration certificate to the Registration Officer of the other district, who shall deliver, or cause any Assistant Registration Officer of his district to deliver, the registration certificate to the alien.

5. If an alien is unable to sign, clearly, in European characters, the registration certificate issued to him, he shall place his right thumb print on the certificate in the space provided for the purpose.

Notice to be given by Parent or Guardian of Alien Child Reaching the Age of 16 Years

REGULATIONS
Immigration Control Act 7 of 1993**General Regulations**

6. The notice a parent or guardian of an alien child is required to give in terms of subsection (5) of section *four* of the Act shall be in the form set forth in the Third Schedule to these regulations.

Notices of Change of Address

7. The notice of his intention to leave the place where he resides or works (or of the fact that he has left such place), which an alien is required to give in terms of section *nine* of the Act, shall be in the form set forth in the Fourth Schedule to these Regulations.

8. The notice that he has commenced to reside or work at a place in a registration district other than the registration district of the Registration Officer or Assistant Registration Officer to whom he last gave the notice in terms of subsection (1) of section *nine* of the Act, which an alien is required, in terms of subsection (2) of the said section *nine*, to give to the Registration Officer or to any Assistant Registration Officer of the district, in which that place is situate, shall be in the form set forth in the Fifth Schedule to these Regulations.

Register to be kept by Occupier of Premises

9. (1) For the purposes of section *ten* (1) read with paragraph (h) of section *nineteen* of the Act, the occupier of premises falling within any of the following categories shall keep and maintain a register, in the form prescribed in subsection (2), of all persons provided with lodging or sleeping accommodation on such premises -

- (a) Any licensed hotel.
- (b) Any hotel, private hotel, boarding house or other similar establishment maintained or conducted wholly or principally for the purpose of providing lodging or sleeping accommodation to members of the public for payment or reward and catering for not less than five persons.
- (c) Any building subdivided into, maintained as or designed for residential flats or apartments comprising not less than three such flats or apartments.

(2) In the register mentioned in paragraph (1) of this regulation, provision shall be made for the following particulars to be furnished by all persons; Provided with lodging or sleeping accommodation -

- (a) Date of arrival.
- (b) Name.

[paragraph (b) amended by GN 1148/1951]

- (c) Permanent home address.

[paragraph (c) amended by GN 1148/1951]

- (d) Nationality.
- (e) Address to which proceeding on departure.
- (f) Date of departure.

REGULATIONS
Immigration Control Act 7 of 1993**General Regulations**

NOTE. - In section *one* of Act No. 26 of 1939, as amended, "Occupier" in relation to any premises includes -

- (a) the person in actual occupation of those premises;
- (b) the person legally entitled to occupy those premises;
- (c) the person having the charge or management of those premises; and
- (d) the agent of any such person who is absent from the Union or whose whereabouts are unknown.

Statement by Alien of Partnership or Employment

10. (1) Whenever an alien enters into any such partnership or employment as is mentioned in subsection (1) of section *eleven* of the Act, he shall sign a statement, in the form set out in the Sixth Schedule to these regulations, and shall furnish in such statement, his full name, his nationality and the other information for which provision is made in the said annexure.

(2) The statement furnished by an alien in terms of subsection (1) of this regulation shall be signed by the employer [as mentioned in subsection (1) of section *eleven* of the Act] and delivered by him to the Registration Officer or to any Assistant Registration Officer of the district in which the alien is to perform his principal duties as such partner or employee, within a period of fourteen days as from the date upon which the alien became a partner or entered upon his employment.

Notice of Termination of Partnership or Employment

11. The notice an employer is required to give in terms of subsection (4) of section *eleven* of the Act of the termination of any partnership or employment, shall be in the form set forth in the Seventh Schedule to these regulations.

Notice of Commencement of Business or Trade on own Account

12. The notice that he has commenced a business or trade on his own account, which an alien is required to give in terms of subsection (5) of section *eleven* of the Act, shall be in the form set forth in the Eighth Schedule to these regulations.

Notification of Departure of Aliens from the Union

13. The return of alien passengers which the master of any ship embarking passengers for a destination outside the Union, at any port in the Union, is required in terms of subsection (1) of section *twelve* of the Act, to furnish, shall be in the form set forth in the Ninth Schedule to these regulations, and shall be furnished to the Immigration Officer in Charge at the port of departure.

Repeal of Regulations

- 14.** Government Notice No. 1425 of the 15th September, 1939, is hereby repealed.

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

APPLICATION FOR REGISTRATION OF ALIEN

- (1) Name (Surname first, in block letters)
- Alias
- (2) Sex
- (3) Date of last entry into the Union or any part of South Africa now included in the Union
- (4) Port or place of entry or disembarkation
- (5) Name of ship (in case of arrival by sea)
- (6) If applicant entered as child under 16 years of age, accompanying parent or guardian, state full name of parent or guardian
- (7) If applicant is a female who has changed her name by marriage since entry into the Union, state name at time of entry
- (8) Address of last residence outside Union
- (9) Single or married
- Full name of wife or husband
- (10) (a) Date of birth (b) Country of birth.....
- (11) Present nationality and how and when acquired
- (12) Previous nationality (if any)
- (13) Particulars of passport or other document establishing nationality and identity. (No., place and date of issue, and by whom issued)
- (14) Profession or occupation
- (15) Name of partner or employer
- (16) Address of partner or employer
- (17) Address of residence
- (18) Signature

Right Thumb
Print, if taken.

FOR OFFICIAL USE ONLY.

Police District No.

Police Station

Signature of Assistant Registration Officer

Date

Signature of Registration Officer

.....

Date

SECOND SCHEDULE

ALIENS REGISTRATION ACT, 1939, AS AMENDED

(Front of Cover.)

REGISTRATION CERTIFICATE

No.

To be produced by the holder -

- (a) When he reports to a Registration Officer or an Assistant Registration Officer that -
 - (1) he intends to vacate, or has vacated, the place where he resides or works;
 - (2) he has commenced to reside or work in a new district;

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

- (3) he has entered into, or has terminated a partnership or employment;
- (4) he has commenced business on his own account;
- (b) when he presents himself at the office of a Registration Officer or an Assistant Registration Officer for any purpose connected with his registration;
- (c) when a Registration Officer, or an Assistant Registration Officer or an Inspector of Aliens, or an Immigration Officer, or a Police Officer demands its production;
- (d) when he leaves the Union.

(Inside Cover.)

Name

Alias

Sex

PHOTOGRAPH
(Full Face).

PHOTOGRAPH
(Profile).

RIGHT THUMB PRINT.

Signature of Holder

Registration Certificate No.

Date of Issue

Police District No.

(Pages 1 and 2.)

Date of last entry into Union

Address of last residence outside Union

Single or married

If married, full name of husband or wife and registration certificate No.

Date of birth Country of birth

Nationality

Previous nationality (if any)

Particulars of passport or other document establishing nationality and identity

Profession or occupation

Name of partner or employer

Address where alien works

Address of residence

Certificate delivered to holder on by

Registration Officer/Assistant Registration Officer.

Police District No.

Police Station

(Page 3.)

ENDORSEMENTS AND REMARKS

THIRD SCHEDULE

[Subsection (5) of section 4 of Act No. 26 of 1939,
as inserted by section 2(b) of Act No. 1 of 1949.]

ALIENS REGISTRATION - NOTICE BY PARENT OR GUARDIAN.

TO THE REGISTRATION OFFICER OF ALIENS,
.....

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

I,
residing at
hereby give notice that the alien child described below, of whom I am the parent/guardian*, reached the age of sixteen years on

PARTICULARS OF CHILD.

Name
Date and place of birth
Nationality
Full address
Date

.....
Signature of Parent or Guardian.

* Delete whichever does not apply.

FOURTH SCHEDULE
ALIENS REGISTRATION

NOTICE OF CHANGE OR INTENDED CHANGE OF ADDRESS OR WORK
[Subsection (1) of Section 9 of Act No. 26 of 1939,
as amended by Section 5 of Act No. 1 of 1949.]

1. Name (Surname first, in block letters)
.....
Registration Certificate No. Date
2. Nationality
3. Sex
4. Profession or occupation
5. Name of partner or employer
6. Address where alien works or was working
7. Address where alien intends to work or is working (if it is his intention to change or he has changed the place where he works)
8. Address where alien resides or was resident
9. Address where alien intends to reside or is residing (if it is his intention to change or he has changed the place where he resides)

FOR OFFICIAL USE ONLY.

10. Signature of alien
Initials of Registration Officer
.....
or his right thumb print if he is unable to sign or of
his name clearly in European characters. Assistant Registration Officer:
.....
Police District No.
Police Station
Date of receipt.....

FIFTH SCHEDULE
ALIENS REGISTRATION

**NOTICE BY ALIEN THAT HE HAS COMMENCED TO RESIDE OR WORK IN A NEW
REGISTRATION DISTRICT**

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

[Subsection (2) of Section 9 of Act No. 26 of 1939
as amended by Section 5 of Act No. 1 of 1949.]

1. Name (Surname first, in block letters).....
Registration Certificate No. Date
2. Nationality
3. Sex
4. Profession or occupation
5. Name of partner or employer
6. If alien has changed the place where he works, state -
(a) place where he has commenced to work
- (b) place where he worked immediately before changing to place mentioned in (a)
7. If alien has changed the place where he resides, state -
(a) place where he has commenced to reside
- (b) place where he resided immediately before changing to place mentioned in (a)

- | | |
|--|--|
| 8. Signature of alien -
.....
or his right thumb print if he is unable to sign
his name clearly in European characters. | FOR OFFICIAL USE ONLY.
Initials of Registration Officer
.....
Assistant Registration Officer:
.....
Police District No.
Police Station
Date of receipt |
|--|--|

SIXTH SCHEDULE

ALIENS REGISTRATION

**NOTICE BY PARTNER OR EMPLOYER OF ALIEN
OR**

STATEMENT OF ALIEN'S ENTRY INTO PARTNERSHIP OR EMPLOYMENT

- (1) Name of alien (Surname first, in block letters)

 Registration Certificate No. Date
- (2) Nationality or presumed nationality
- (3) Sex
- (4) Profession or occupation
- (5) State whether partnership or employment
- (6) State full name of partner or employer (as case may be), and trade name and address of business

- (7) Address where alien works
- (8) Date of commencement of partnership or employment
- (9) Duration of partnership or employment
- (10) Alien's duties and remuneration in connection with partnership or employment
- (11) Signature of partner or employer giving notice
-
- (12) Signature of alien making statement

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

or his right thumb print if he is unable to sign his name clearly in European characters

FOR OFFICIAL USE ONLY.
Initials of Registration Officer

.....
or of
Assistant Registration Officer.
.....

THE CHIEF REGISTRATION OFFICER OF ALIENS,

Forwarded as required by Section 11(1) of the Aliens Registration Act, 1939, and paragraph 23(b) of the instructions. Changes in the recorded particulars of this alien have been noted on his Registration Card.

Date
.....
Registration Officer.

SEVENTH SCHEDULE
ALIENS REGISTRATION

NOTICE BY PARTNER OR EMPLOYER OF ALIEN OF TERMINATION OF PARTNERSHIP OR EMPLOYMENT

1. Name of Alien (Surname first, in block letters)
-
- Registration Certificate No. Date
2. Nationality or presumed nationality
3. Profession or occupation
4. State whether partnership or employment
5. State full name of partner or employer and trade name and address of business
6. Address at which alien was working
7. Date of termination of partnership or employment
8. Signature of partner or employer giving notice
-

Date Address

N.B. - This notice must be given, within 14 days of the termination of the partnership or employment, to the Aliens Registration Officer or Assistant Registration Officer to whom the engagement of the Alien concerned was originally notified as required by Section 11(1) of Act No. 26 of 1939, as amended.

THE CHIEF REGISTRATION OFFICER OF ALIENS,

FOR OFFICIAL USE ONLY
Initials of Registration Officer

Forwarded for disposal Changes in the recorded particulars of this alien have been noted on his Registration Card.

.....
or of
Assistant Registration Officer.
.....

Registration Officer.

Police District No.
Police Station

Date Date of receipt

EIGHTH SCHEDULE
ALIENS REGISTRATION

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

NOTICE BY ALIEN COMMENCING BUSINESS OR TRADE ON HIS OWN ACCOUNT

1. Name of Alien (Surname first, in block letters)
-
- Registration Certificate No. Date
2. Nationality
3. Profession or occupation
4. Date on which business or trade commenced
5. Address at which business or trade conducted
6. Name under which business or trade conducted
-
7. Nature of business or trade
8. Name(s) or partner(s), if any
9. Name and address of previous employer, if any
-
10. Signature of alien giving notice
- Date Address

THE CHIEF REGISTRATION OFFICER OF
ALIENS,

FOR OFFICIAL USE ONLY
Initials of Registration Officer

Forwarded for disposal Changes in the recorded
particulars of this alien have been noted on his or of
Registration Card. Assistant Registration Officer.

.....

Registration Officer Police District No.

Police Station

Date Date of receipt

REGULATIONS
Immigration Control Act 7 of 1993
General Regulations

NINTH SCHEDULE
 ALIENS REGISTRATION
 RETURN OF ALIENS DEPARTING FROM UNION BY SEA

Name of Ship Port of departure in Union Date of departure

Passenger's Name in full.	Nationality.	Particulars of Passport (No., Place and Date of Issue.	Particulars of Aliens Registration Certificate (if any) (No. and Date of Issue.	In case of Alien Visitors departing, state Particulars of Aliens Temporary Permit (No., Place and Date of Issue).

.....
 Master.