

POLICE ASSOCIATION REGULATIONS, 1971

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Statutory Instrument No. 35 of 1971

POLICE PROCLAMATION

(Cap. 63)

POLICE ASSOCIATION REGULATIONS, 1971

In exercise of the powers conferred by section 10 of the Police Proclamation, His Excellency the President has made the following regulations —

- Citation **1.** These Regulations may be cited as the Police Association Regulations, 1971.
- Inter-pretation **2.** In these Regulations, unless the context otherwise requires —
- “Association” means the Botswana Police Association established under regulation 3;
- “Board” means the Branch Board established under regulation 5;
- “delegate” means a delegate elected by a Board for the purpose of attending a Central Conference under regulation 8;
- “junior officer” means and includes any member of the Botswana Police up to and including the rank of Sergeant;
- “police division” shall, for the purposes of these regulations, mean any of the following divisions —
- (i) Headquarters division, comprising Force Headquarters, Police training depot, Quartermaster’s branch and radio branch;

- (ii) Police Mobile Unit division comprising "A" company and "B" company;
- (iii) Plain Clothes division comprising the Criminal Investigation Department and the Special Branch Department;
- (iv) Northern division, comprising Police Districts Numbers 1, 2, 5, 7 and 8; and
- (v) Southern division, comprising Police Districts Numbers 3, 4, 6 and 9.

"senior officer" means any member of the Botswana Police of the rank of Assistant Superintendent and above and includes the stores and transport officer, the force wireless officer and the assistant wireless officer but excludes the Commissioner and Deputy Commissioner;

"subordinate officer" means and includes any member of the Botswana Police below the rank of Assistant Superintendent and above the rank of Sergeant.

3. (1) There is hereby established the Botswana Police Association, the object of which is to enable members of the Botswana Police Force to meet, consider and bring to the notice of the Commissioner of Police in manner hereinafter stated, matters affecting the welfare and efficiency of the force, other than questions of appointment, promotion, salary, individual transfers and matters of discipline. Establishment of Association

(2) The Association shall be independent of and not associated with any body or association outside the Police.

(3) No person other than a member of the Police shall be eligible to become a member in any capacity whether honorary or otherwise.

4. All members of the Police below the rank of Deputy Commissioner shall be entitled without fee to become a member of the Association. Membership of the Association

5. (1) There is hereby established a Branch Board in each division. Branch Boards

(2) The members of the Association in each Police division shall in the month of February of each year by secret postal ballot conducted and supervised by the Commissioner of Police elect members in the numbers and manner stated in regulation 6 to be their representatives at the Board in such division.

6. (1) In each Police division the boards established under regulation 5 shall be composed as follows — Constitution of Boards

- (i) Headquarters division comprising 9 members, being one senior member, one subordinate member and one junior member elected from among their own numbers by —

- (a) the Radio Branch;
 - (b) Depot and Q.M. Branch; and
 - (c) Force Headquarters Branch;
- (ii) Police Mobile Unit division comprising 6 members, being one senior member, one subordinate member and one junior member elected from among their own numbers by —
- (a) A Company, Police Mobile Unit; and
 - (b) B Company, Police Mobile Unit;
- (iii) Plain Clothes division comprising 6 members, being one senior member, one subordinate member and one junior member elected from among their own numbers by —
- (a) Criminal Investigation Department; and
 - (b) Special Branch;
- (iv) Northern division comprising 15 members, being one senior member, one subordinate member and one junior member elected from among their own numbers by —
- (a) Number 1 Police District;
 - (b) Number 2 Police District;
 - (c) Number 5 Police District;
 - (d) Number 7 Police District; and
 - (e) Number 8 Police District; and
- (v) Southern division comprising 12 members, being one senior member, one subordinate member and one junior member elected from among their own numbers by —
- (a) Number 3 Police District;
 - (b) Number 4 Police District;
 - (c) Number 6 Police District; and
 - (d) Number 9 Police District.
- (2) Meetings of the Boards elected under subregulation (1) shall be held in the month of April in each year at the following centres —
- Northern division at Francistown;
 - Southern division at Gaborone;
 - Headquarters division at Gaborone;
 - Police Mobile Unit division at Francistown; and
 - Plain Clothes division at Gaborone.

(3) Each such annual meeting of a Board shall elect from the representatives there present a Chairman and a Secretary of the Board. Such Chairman and Secretary shall, unless a vote of no confidence has been passed on them by a meeting of the Board or, unless they shall before then cease to be members of the Police force, hold office until the next annual meeting.

(4) If during any year a vacancy for Chairman or Secretary shall occur such vacancy shall be filled in such manner as the Board may determine.

7. At each annual meeting the Board shall consider any subject which any member has, in writing at least seven days before the date of such meeting, forwarded for consideration or which any representative at the meeting of the Board has raised for discussion. A vote shall be taken in respect of each such topic and where a majority of the members of the Board present and voting vote in favour, a resolution concerning the subject shall be forwarded for the consideration of the Central Conference in accordance with the provisions of regulation 12.

8. (1) A Central Conference of the Boards will be held in Gaborone in July of each year. Each Conference shall be attended by the following number of delegates elected from among their own numbers at the annual meetings of the Boards —

- | | |
|---|--|
| (i) Headquarters division: 2 delegates | (one senior or subordinate officer and one junior officer) |
| (ii) Police Mobile Unit division: 2 delegates | (one senior or subordinate officer and one junior officer) |
| (iii) Plain Clothes division: 2 delegates | (one senior or subordinate officer and one junior officer) |
| (iv) Northern division: 2 delegates | (one senior or subordinate officer and one junior officer) |
| (v) Southern division: 2 delegates | (one senior or subordinate officer and one junior officer) |

(2) No Conference may, without the written consent of the Commissioner, last more than two days.

(3) The Secretary of each Central Conference shall keep minutes of its meetings and shall forward a copy thereof, in duplicate, to the Commissioner within thirty days of the end of such Conference.

Central
Committee

9. (1) Each Central Conference held in July shall elect a Chairman and a Secretary and two other members who shall form a Central Committee. Such Central Committee shall hold office until the following Central Conference. The appointment of the Secretary shall be subject to the consent of the Commissioner who may, if he considers that the work devolving on the officer is likely seriously to interfere with other duties of such officer, withhold his consent.

(2) The Central Committee shall hold one meeting in July each year lasting not more than one day. Additional meetings for special purposes may be held with the written consent of the Commissioner.

Representations by
Central
Conference

10. Each Central Conference may submit representations in writing to the Commissioner and shall consider and report on any matters referred to it by the Commissioner.

Procedure
at meetings
and quorum

11. (1) The Chairman at a Meeting of a Board, Central Conference or Central Committee shall have a casting as well as a deliberative vote and the quorum at any such meeting shall be one-half of the members or delegates, as the case may be, entitled to be present.

(2) Subject to the provisions of these Regulations each Board, Central Conference and Central Committee may regulate its own procedure including the appointment of committees and sub-committees.

Proceedings
at Central
Conference

12. (1) The Conference held annually in July shall, subject to subregulations (3), (4) and (5), consider all matters forwarded in writing for inclusion in the agenda by the secretaries of the Boards. All such items for inclusion in the agenda must reach the secretary of the Central Committee on or before the 1st day of May.

(2) At its annual meeting in May prior to the Central Conference the Central Committee shall consider all items for inclusion in the agenda submitted to it within the time pursuant to subsection (1).

(3) Upon considering all items presented to it the Central Committee shall have power to accept, amend or reject any item submitted for inclusion in the agenda:

Provided that if any item is rejected the secretary of the Board who submitted the rejected item shall be informed in writing of the reasons for such rejection by the Central Committee.

(4) The Central Committee shall prepare the proposed agenda to be considered by the Central Conference and shall submit a copy in writing of such agenda to the Commissioner for approval at least 30 clear days prior to the first day of the Conference.

(5) Upon receipt of the proposed agenda from the Central Committee the Commissioner shall have power to approve the agenda *en bloc*, to amend

the wording of any item of the agenda as he shall, in his sole discretion consider fit, or delete from the proposed agenda any item which, in his sole discretion, he considers should not be included on such agenda. The Commissioner may delete any such item giving reasons therefor in writing to the Conference.

(6) Within 14 days from the last day of the holding of the Conference there shall be prepared by the Central Committee a memorandum detailing the items on the agenda previously approved by the Commissioner, whether those items were considered and voted upon by the Central Conference and the determination of the Conference concerning such items.

13. Except where in special circumstances a member of the Force is required for duty for which no substitute is available, permission shall be given for attendance for all meetings duly held in accordance with these Regulations and every such attendance shall be deemed to be an occasion of Police duty. ^{Facilities at meetings}

14. (1) Notwithstanding the provisions of regulations 5 (2), 6 (2), 8 (1), 9 (1) and (2) and 12 (1) and (2), in the year 1971 the secret postal ballot referred to in regulation 5 (2) shall be held in the month of May, the Board meetings under regulation 6 (2) shall be held in the month of July, the Central Conference under regulation 8 (1), 9 (1) and 12 (1) shall be held in the month of October and the Central Committee meeting under regulation 9 (2) and 12 (2) shall be held in the month of August. ^{Transitional provisions}

(2) The provisions of these regulations shall, *mutatis mutandis*, apply to the ballots and meetings held in 1971 under subregulation (1).

Dated the 12th day of March, 1971.

P.L. STEENKAMP,
*Acting Permanent Secretary,
Office of the President.*

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