

COMMISSIONERS OF OATHS ACT
(Cap. 05:03)

COMMISSIONERS OF OATHS (AMENDMENT OF SCHEDULE)
ORDER, 2014

(Published on 6th June, 2014)

ARRANGEMENT OF PARAGRAPHS

PARAGRAPHS

1. Citation
2. Amendment of Schedule to Cap. 05:03

IN EXERCISE of the powers conferred on the Minister of Defence, Justice and Security by section 3 of the Commissioners of Oaths Act, the following Order is hereby made —

Citation

1. This Order may be cited as the Commissioners of Oaths (Amendment of Schedule) Order, 2014.

Amendment
of Schedule
to Cap. 05:03

2. The Schedule to the Commissioners of Oaths Act is amended by substituting for Part II of the Schedule, the following new Part —

“PART II

Office Held

*Area in which oath may be
administered or declaration
taken*

STATE PRESIDENT

Office of the President

Permanent Secretary to the President	The whole of Botswana
Administrative Secretary	The whole of Botswana
Deputy Permanent Secretary (Administrative)	The whole of Botswana
Deputy Permanent Secretary (Development)	The whole of Botswana
Councillor for Permanent Affairs	The whole of Botswana
Clerk of Cabinet	The whole of Botswana
Senior Private Secretary to the President	The whole of Botswana

Coordinator (Public Service Reforms)	The whole of Botswana
Senior Assistant Director (Reforms)	The whole of Botswana
Director, Ministerial Finances	The whole of Botswana
Director, Ministry Management	The whole of Botswana
Senior Private Secretary (Office of the President)	The whole of Botswana
Director, Disaster Management	The whole of Botswana
Deputy Director, Ministry Management	The whole of Botswana
Assistant Director, Ministry Management	The whole of Botswana
Under Secretary, Political Affairs	The whole of Botswana
Administrative Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana
<i>Directorate of Public Service Management</i>	
Director of Public Service Management	The whole of Botswana
Administrative Officer	The whole of Botswana
<i>Directorate on Corruption and Economic Crime</i>	
Director	The whole of Botswana
Deputy Director	The whole of Botswana
Assistant Director	The whole of Botswana
Chief Anti Corruption Officer	The whole of Botswana

Principal Anti Corruption Officer I	The whole of Botswana
Principal Anti Corruption Officer II	The whole of Botswana
Senior Anti Corruption Officer I	The whole of Botswana
Anti Corruption Officer I	The whole of Botswana
Anti Corruption Officer II	The whole of Botswana
Assistant Anti Corruption Officer	The whole of Botswana

Technician Model

Anti Corruption Technical Officer	The whole of Botswana
Senior Anti Corruption Officer	The whole of Botswana
Principal Anti Corruption Technical Officer	The whole of Botswana
Chief Anti Corruption Technical Officer	The whole of Botswana
Anti Corruption Coordinator	The whole of Botswana

Artisan Model

Senior Anti Corruption Assistant	The whole of Botswana
Principal Anti Corruption Assistant	The whole of Botswana
Chief Anti Corruption Assistant	The whole of Botswana

Directorate on Intelligence and Security

All officers of the rank of Sergeant and above	The whole of Botswana
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Botswana National Productivity Centre

Executive Director	The whole of Botswana
Corporate Services Manager	The whole of Botswana
Francistown Office Manager	The whole of Botswana
Human Resources Manager	The whole of Botswana

National Assembly

Member of Parliament	The whole of Botswana
Clerk of the National Assembly	The whole of Botswana
Deputy Clerk of the National Assembly	The whole of Botswana
Parliamentary Counsel	The whole of Botswana
Director, Ministry Management	The whole of Botswana
Deputy Director	The whole of Botswana
Assistant Director	The whole of Botswana
Senior Assistant Clerks	The whole of Botswana
Chief Research, Information and Public Relations Officer	The whole of Botswana
Sergeant-at-Arms	The whole of Botswana
Principal Clerk Assistant	The whole of Botswana
Principal Research Officer	The whole of Botswana
Chief Editor	The whole of Botswana
Chief Translator	The whole of Botswana
Senior Research Officer	The whole of Botswana
Assistant Clerks	The whole of Botswana
Principal Clerk Assistants	The whole of Botswana

Ntlo Ya Dikgosi

Chairperson of <i>Ntlo Ya Dikgosi</i>	The whole of Botswana
Member of <i>Ntlo Ya Dikgosi</i>	The whole of Botswana
Secretary, <i>Ntlo Ya Dikgosi</i>	The whole of Botswana

Office of the Ombudsman

Ombudsman	The whole of Botswana
Executive Director	The whole of Botswana
Chief Legal Investigator	The whole of Botswana
Principal Legal Investigator	The whole of Botswana
Senior Legal Investigator	The whole of Botswana
Legal Investigator	The whole of Botswana
Assistant Legal Investigator	The whole of Botswana

National Strategy Office

Director General	The whole of Botswana
Deputy Director General	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Botswana Public Service College

Executive Director	The whole of Botswana
Deputy Executive Director	The whole of Botswana
Senior Manager	The whole of Botswana
Dean of College	The whole of Botswana
Chief Administration officer	The whole of Botswana

National AIDS Coordinating Agency

Coordinator	The whole of Botswana
Deputy Coordinator	The whole of Botswana
Corporate Services Manager	The whole of Botswana
Directors	The whole of Botswana
Assistant Directors	The whole of Botswana

**MINISTRY OF DEFENCE, JUSTICE
AND SECURITY**

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

*Administration of Justice
High Court*

Chief Justice	The whole of Botswana
Judges of the Court of Appeal	The whole of Botswana
Judges of the High Court	The whole of Botswana
Registrar and Master	The whole of Botswana
Deputy Registrar and Master	The whole of Botswana
Senior Assistant Registrar and Master	The whole of Botswana
Assistant Registrar and Master	The whole of Botswana
Director, Ministry Management	The whole of Botswana
Deputy Director, Ministry Management	The whole of Botswana
Assistant Director, Ministry Management	The whole of Botswana

Chief Legislative Drafter	The whole of Botswana
Principal Legislative Drafter	The whole of Botswana
Senior Legislative Drafter	The whole of Botswana
Legislative Drafter	The whole of Botswana
Chief State Counsel	The whole of Botswana
Principal State Counsel	The whole of Botswana
Senior State Counsel	The whole of Botswana
State Counsel	The whole of Botswana
Chief Public Prosecutor	The whole of Botswana
Principal Public Prosecutor	The whole of Botswana
Senior Public Prosecutor	The whole of Botswana
Public Prosecutor	The whole of Botswana
Director, Chambers Management	The whole of Botswana
Deputy Director, Chambers Management	The whole of Botswana

Botswana Defence Force

Officers of the Botswana Defence Force of, or above, the rank of Warrant Officer, Class II	The whole of Botswana
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Botswana Police Service

Members of the Botswana Police Service of, or above, the rank of Sergeant	The whole of Botswana
Members of the Botswana Police Service below the rank of Sergeant appointed as Post Commander	District within which the officer is posted

Department of Prisons and Rehabilitation

All Officers from the rank of Assistant Principal Officer and above	The whole of Botswana
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MINISTRY OF AGRICULTURE

Permanent Secretary	The whole of Botswana
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Deputy Permanent Secretary	The whole of Botswana
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Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana
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Botswana Meat Commission

Executive Manager (Human Capital)	Lobatse
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Executive Manager (Operations)	Lobatse
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Executive Manager (Corporate Services)	Lobatse
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Senior Administrative Officer	Maun
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**MINISTRY OF INFRASTRUCTURE,
SCIENCE AND TECHNOLOGY**

Permanent Secretary	The whole of Botswana
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Deputy Permanent Secretary	The whole of Botswana
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Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana
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**MINISTRY OF EDUCATION AND
SKILLS DEVELOPMENT**

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Secondary Education

Headmasters of Secondary Schools	District within which school is situated
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Botswana Accountancy College

Chief Executive Officer	The whole of Botswana
Heads of Departments	The whole of Botswana

Botswana College of Distance and Open Learning

Executive Director	The whole of Botswana
Dean	The whole of Botswana
Directors	The whole of Botswana

University of Botswana

Vice Chancellor	The whole of Botswana
Deputy Vice Chancellor	The whole of Botswana
Directors	The whole of Botswana

Botswana Training Authority

Chief Executive Officer	The whole of Botswana
Directors	The whole of Botswana

Botswana Examinations Council

Executive Secretary	The whole of Botswana
Directors	The whole of Botswana

Tertiary Education Council

Executive Secretary	The whole of Botswana
Directors	The whole of Botswana

*Botswana International University of
Science and Technology*

Vice Chancellor	The whole of Botswana
Senior Deputy Vice Chancellor	The whole of Botswana
Deputy Vice Chancellor	The whole of Botswana
Vice Provost	The whole of Botswana
Dean	The whole of Botswana
Heads of Departments	The whole of Botswana

**MINISTRY OF ENVIRONMENT, WILDLIFE
AND TOURISM**

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

**MINISTRY OF FINANCE AND
DEVELOPMENT PLANNING**

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Secretary, Economic and Financial Policy	The whole of Botswana
Secretary, Development and Budget	The whole of Botswana

Deputy Secretary, Macroeconomic Policy	The whole of Botswana
Deputy Secretary, Financial Policy	The whole of Botswana
Deputy Secretary, Budget Administration	The whole of Botswana
Deputy Secretary, Development Programmes	The whole of Botswana
Director, Financial Intelligence Agency	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Accountant-General

Accountant-General	The whole of Botswana
Deputy Accountant- General (Compliance and Procurement)	The whole of Botswana
Deputy Accountant- General (Accounts and General Ledger)	The whole of Botswana
Senior Accountant- General (Compliance and Procurement)	The whole of Botswana
Senior Accountant- General (Accounts and General Ledger)	The whole of Botswana
Assistant Accountant- General (Accounts)	The whole of Botswana
Assistant Accountant- General (Payroll and Pensions)	The whole of Botswana
Assistant Accountant- General (Revenues)	The whole of Botswana
Assistant Accountant- General (Banking)	The whole of Botswana

Assistant Accountant-General (Procurement)	The whole of Botswana
Assistant Accountant-General (Standards and Inspections)	The whole of Botswana
Assistant Accountant-General (System Support)	The whole of Botswana
Assistant Accountant-General (Banking)	The whole of Botswana

Botswana Unified Revenue Service

Commissioner General	The whole of Botswana
Commissioners	The whole of Botswana
Chief Internal Auditor	The whole of Botswana
Director, Legal Services	The whole of Botswana
General Managers	The whole of Botswana
Managers	The whole of Botswana
Projects Coordinator	The whole of Botswana
Management Accountant	The whole of Botswana
Regional Manager, Banking and Currency Department (Francistown Branch)	The whole of Botswana
Any officer employed by Botswana Unified Revenue Service holding a designation not lower than BURS 04	The whole of Botswana

Statistics Botswana

Statistician General	The whole of Botswana
Deputy Statistician General, Statistical and Technical Operations	The whole of Botswana
Deputy Statistician General, (Socio-Economic Statistics)	The whole of Botswana
Directors	The whole of Botswana

*Public Procurement and Asset Disposal
Board*

Executive Chairperson	The whole of Botswana
Executive Director, Services	The whole of Botswana
Executive Director, Works	The whole of Botswana
Executive Director, Supplies	The whole of Botswana
General Manager, Corporate Services	The whole of Botswana
Board Secretary	The whole of Botswana
Management Accountant	The whole of Botswana
Divisional Manager, Works	The whole of Botswana
Manager, Contractor Registration	The whole of Botswana
Executive Assistant to the Executive Chairperson	The whole of Botswana

*Public Enterprises Evaluation and
Privatisation Agency*

Chief Executive Officer	The whole of Botswana
Deputy Chief Executive Officer	The whole of Botswana
Head of Privatisation Resources	The whole of Botswana
Head of Public Services Outsource	The whole of Botswana
Head of Performance Monitoring	The whole of Botswana

Bank of Botswana

Governor	The whole of Botswana
Deputy Governors	The whole of Botswana
General Managers	The whole of Botswana
Directors	The whole of Botswana
Chief Accountant, Accounting Department	The whole of Botswana
Deputy Director, Human Resources Department	The whole of Botswana
Board Secretary	The whole of Botswana
Regional Manager, Banking and Currency Department (Francistown Branch)	The whole of Botswana
Manager, Human Resources	The whole of Botswana

National Development Bank

Chief Executive Officer	The whole of Botswana
Chief Operations Officer	The whole of Botswana
Head of Human Resources	The whole of Botswana
Head of Operations	The whole of Botswana
Head of Client Services	The whole of Botswana
Head of Strategy	The whole of Botswana

Botswana Savings Bank

Managing Director	The whole of Botswana
Director, Resources	The whole of Botswana
Manager, Human Resources	The whole of Botswana
Manager, Customer Services	The whole of Botswana

Other Banks

Bank Manager	District within which the bank is situated
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Botswana Stock Exchange

Chief Executive Officer	The whole of Botswana
Finance and Administration Manager	The whole of Botswana
Product Development Manager	The whole of Botswana
Corporate Manager	The whole of Botswana
Listing and Trading Manager	The whole of Botswana
Clearing and Settlement Manager	The whole of Botswana

*Non-Bank Financial Institutions
Regulatory Authority*

Chief Executive Officer	The whole of Botswana
Deputy Chief Executive Officer	The whole of Botswana
Directors	The whole of Botswana

*Botswana Institute for Development
Policy Analysis*

Executive Director	The whole of Botswana
Senior Research Fellow	The whole of Botswana
Programme Coordinator	The whole of Botswana
Financial Administrator	The whole of Botswana
Chief Librarian	The whole of Botswana
IT Manager	The whole of Botswana

Motor Vehicle Accident Fund

Chief Executive Officer	The whole of Botswana
General Managers	The whole of Botswana
Human Resources Management	The whole of Botswana
Chief Claims Assessment and Investigations Officer	The whole of Botswana
Board Secretary	The whole of Botswana

Botswana Institute of Chartered Accountants

Chief Executive Officer	The whole of Botswana
Director, Technical Services	The whole of Botswana
Director, Training and Professional Development	The whole of Botswana
Managers	The whole of Botswana

Botswana Accountancy Oversight Authority

Chief Executive Officer	The whole of Botswana
Director, Technical	The whole of Botswana
Director, Finance and Administration	The whole of Botswana
Manager, Human Resources	The whole of Botswana

**MINISTRY OF FOREIGN AFFAIRS AND
INTERNATIONAL COOPERATION**

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Resident Ambassador	The whole of Botswana
Chief of Protocol	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Botswana Missions Abroad

All Botswana Ambassadors and High Commissioners	Countries to which they are accredited
Consul General	Within their area of jurisdiction
Permanent Representative of Botswana to the United Nations	Countries to which the officer is accredited

MINISTRY OF HEALTH

Headquarters

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

MINISTRY OF LABOUR AND HOME AFFAIRS

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

MINISTRY OF LANDS AND HOUSING

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Botswana Housing Corporation

Chief Executive Officer	The whole of Botswana
Deputy Chief Executive Officer	The whole of Botswana
Human Resources Officer	The whole of Botswana
Property Manager, Property Management	The whole of Botswana
Senior Estate Manager	North

MINISTRY OF LOCAL GOVERNMENT
AND RURAL DEVELOPMENT

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Secretary MLGRD – Reforms	The whole of Botswana
Secretary Rural Development Council	The whole of Botswana
Senior Managers – Corporate Services	The whole of Botswana
Director, Technical Services	The whole of Botswana
Director, Social Protection	The whole of Botswana
Director, Community Development	The whole of Botswana
Director, Department of Local Government Development Planning	The whole of Botswana
Director, Department of Local Government Finance and Procurement	The whole of Botswana
Commissioner of Pensions	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

District Administration

District Commissioner	District within which officer is posted
Deputy District Commissioner	District within which officer is posted
Assistant District Commissioner	District within which officer is posted
Pension Officer	District within which officer is posted

Department of Tribal Administration

Director of Tribal Administration	The whole of Botswana
Deputy Director of Tribal Administration	The whole of Botswana
Assistant Director of Tribal Administration	The whole of Botswana
President of the Customary Court of Appeal	The whole of Botswana
Member of the Customary Court of Appeal	The whole of Botswana
<i>Kgosi</i>	Tribal area over which the <i>Kgosi</i> has authority
<i>Mothusa Kgosi</i>	Tribal area over which the <i>Mothusa Kgosi</i> has authority
Tribal Secretary	Tribal area over which the Tribal Secretary has authority
Deputy Tribal Secretary	Tribal area over which the Deputy Tribal Secretary has authority
Senior Subordinate Tribal Authority	Tribal area over which the Senior Subordinate Tribal Authority has authority

<i>Kgosana</i>	Tribal area over which the <i>Kgosana</i> has authority
Subordinate Tribal Authority	Tribal area over which the Subordinate Tribal Authority has authority
Urban Court President	Tribal area over which the Urban Court President has authority
Deputy Urban Court President	Tribal area over which the Deputy Urban Court President has authority

District Councils

Chairperson of District Council	The District within which he or she is Chairperson
Council Secretary	The District within which he or she is Council Secretary
Deputy Council Secretary	The District within which he or she is Deputy Council Secretary
Senior Assistant Council Secretary	The District within which he or she is posted
Assistant Council Secretary	The District within which he or she is posted
Chief State Counsel	The District within which he or she is posted

City and Town Councils

Mayor	The town within which the Mayor has authority
Town Clerk	The town within which he or she is the Clerk
Deputy Town Clerk	The town within which he or she is the Clerk

MINISTRY OF MINERALS, ENERGY AND
WATER RESOURCES

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Tati Nickel Mine

General Manager	Matsiloje and Francistown
Director	Matsiloje and Francistown
Human Resources Manager	Matsiloje and Francistown
Finance and Administrative Manager	Matsiloje and Francistown

MINISTRY OF YOUTH, SPORT
AND CULTURE

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

MINISTRY OF TRADE AND INDUSTRY

Permanent Secretary	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Local Enterprises Agency

Regional Branch Managers The whole of Botswana

*Citizen Entrepreneurship Development
Agency*

Chief Executive Officer The whole of Botswana

Deputy Chief Executive
Officer The whole of Botswana

Client Service Centre
Managers The whole of Botswana

Competition Authority

Chief Executive Officer The whole of Botswana

Director, Merger and
Enforcement The whole of Botswana

Director, Communications
and Advocacy The whole of Botswana

Director, Competition
and Research The whole of Botswana

*Botswana Development Corporation
Limited*

Managing Director The whole of Botswana

General Manager,
Business Development The whole of Botswana

General Manager,
Management Services The whole of Botswana

Group Company
Secretary The whole of Botswana

Deputy Company
Secretary The whole of Botswana

MINISTRY OF TRANSPORT AND
COMMUNICATIONS

Permanent Secretary	The whole of Botswana
Coordinator	The whole of Botswana
Deputy Permanent Secretary	The whole of Botswana
Officers at C1 level and above, designated by the Permanent Secretary	The whole of Botswana

Civil Aviation Authority of Botswana

Chief Executive Officer	The whole of Botswana
Deputy Chief Executive Officer	The whole of Botswana
Director	The whole of Botswana
Deputy Director	The whole of Botswana

Communications Regulatory Authority

Chief Executive Officer	The whole of Botswana
Deputy Chief Executive Officer	The whole of Botswana
Directors	The whole of Botswana
Heads of Units	The whole of Botswana

Botswana Telecommunications Corporation Limited

Chief Executive Officer	The whole of Botswana
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Botswana Railways

General Manager	The whole of Botswana
Executive Directors	The whole of Botswana
Board Secretary	The whole of Botswana

Air Botswana

General Manager	The whole of Botswana
Directors	The whole of Botswana
Head of Security	The whole of Botswana
Outstation Managers	The whole of Botswana

Botswana Post

Director General	The whole of Botswana
Head of Post Office	The whole of Botswana

Botswana Couriers

Managing Director	The whole of Botswana
Deputy Managing Director	The whole of Botswana
Manager	The whole of Botswana

Botswana Fibre Networks

Chief Executive Officer	The whole of Botswana
Deputy Chief Executive Officer	The whole of Botswana
Chief Engineer	The whole of Botswana
Manager	The whole of Botswana

