

**BOTSWANA NATIONAL SPORT COMMISSION ACT**  
(Act No. 30 of 2014)

**BOTSWANA NATIONAL SPORT COMMISSION REGULATIONS, 2018**  
(Published on 23rd February, 2018)

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**SCHEDULE**

IN EXERCISE of the powers conferred on the Minister of Youth, Sport and Culture by section 43 of the Botswana National Sport Commission Act, the following Regulations are hereby made —

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| Citation                        | 1. These Regulations may be cited as the Botswana National Sport Commission Regulations, 2018.  |
| Application for registration    | 2. (1) An application for registration under section 23 (1) of the Act shall be made in Form A as set out in the Schedule.<br>(2) An application under section 23 (1) of the Act shall be accompanied by a registration fee of P2500.<br>(3) Where a sport association's application meets the requirements of the Act, and pending registration, the Chief Executive Officer shall issue, to the sport association, a conditional certificate of recognition in Form B as set out in the Schedule. |
| Certificate of recognition      | 3. A certificate of recognition issued under section 24 of the Act shall be in Form C as set out in the Schedule.   |
| Inspection of register          | 4. The fee for the inspection of the register under section 22 (2) of the Act shall be P100.  |
| Restoration of name to register | 5. (1) An application for restoration of name to register under section 26 of the Act shall be in Form D as set out in the Schedule.<br>(2) The Chief Executive Officer may, after holding such inquiry as he or she may consider necessary, direct that the name of the sport association concerned be restored to the register.   |

- 6. (1)** The Commission may refuse to register uniforms, colours or insignia of a sport association where in its opinion the uniforms, colours or insignia sought to be registered are similar to those of another sport association or club. **Registration of uniforms, etc.**
- (2)** Any person who contravenes subregulation (1) commits an offence and in addition to any penalty, may be subject to such disciplinary action by the Disciplinary Committee as the Commission may consider fit to impose.
- 7. (1)** No person shall disturb or disrupt the conduct of a game or any sporting event conducted under the auspices of the Commission. **Disruption of game**
- (2)** Any person who contravenes subregulation (1) commits an offence and, in addition to any penalty, the Commission may --
- (a)** in the case of a player, suspend him or her, for such a period as it shall determine, from participating as a player; or
- (b)** in the case of any other person, prohibit him or her, for such a period as it shall determine, from attending any club game or sporting event held under the auspices of the Commission.
- (3)** Where any person who disturbs a game or sporting event is an official of a sport association or club, he or she, in addition to any penalty, may be subject to such disciplinary action by the Disciplinary Committee as the Commission may consider fit to impose.
- 8. (1)** No person, sport association or club shall --
- (a)** invite a club or any person from outside Botswana to tour or participate in any sport in Botswana; or
- (b)** tour or in any way participate in any sport outside Botswana, without the written approval of the Commission.
- (2)** An application for a tour outside Botswana or for an invitation for a tour of Botswana shall be made by the sport association, club or individuals to the Commission in Form E as set out in the Schedule, at least 14 days before the date on which such sporting activity is to commence. **Application for participation in sport within or outside Botswana**
- (3)** Any person, sport association or club which or who contravenes the provisions of subregulation (1) commits an offence and, in addition to any penalty, shall be liable to such disciplinary action by the Disciplinary Committee as the Commission may consider fit to impose.
- 9. (1)** A sport association shall submit audited financial statements to the Commission within six months after the end of the financial year on an annual basis. **Submission of audited statements**
- (2)** A sport association that fails to submit audited financial statements to the Commission as required under subregulation (1) commits an offence.
- 10. (1)** A member of an executive committee of a sport association shall on vacating office, hand over records and assets of the sport association. **Handing over of assets**
- (2)** A member of the executive committee who contravenes subregulation (1) commits an offence and is liable to a fine not exceeding P1000, and shall not be eligible to hold any sport position for a period of five years.
- 11. (1)** Any person aggrieved by the decision of the Disciplinary Committee may appeal to the Appeals Committee. **Appeals**
- (2)** An appeal to the Appeals Committee shall be lodged by the appellant by registered mail, within seven days from the date of notification of the decision appealed against and shall be accompanied by a fee of P50.
- (3)** The appellant shall at the time of lodging the appeal also serve copies of the papers of the appeal, by registered mail, on the person who is party to the proceedings being appealed against and on the Chief Executive Officer.

(4) The secretary of the Appeals Committee shall, within seven days of receiving all papers of the appeal under subregulation (2), forward sufficient copies of the papers of the appeal and all relevant documents to the members of the Appeals Committee.

(5) The Appeals Committee shall, after receiving the appeal papers, set a date for the hearing of the appeal and cause a notice thereof to be served upon the appellant and the respondent.

(6) The appellant shall be heard in support of his or her appeal but shall not argue or be heard in support of any ground of appeal not set forth in the papers of appeal except by leave of the Appeals Committee, on a day fixed or any other day to which the Appeals Committee may adjourn the hearing.

(7) The Appeals Committee shall, if it does not dismiss the appeal summarily, hear the appellant and the respondent shall be entitled to reply.

(8) The parties to the appeal may be heard in person or through their representatives.

Quorum of Appeals Committee

12. (1) The Appeals Committee shall consist of five members appointed by the Minister under section 31(1) of the Act.

(2) All meetings of the Appeals Committee shall be conducted by the Chairperson and, in his or her absence, the members of the Appeals Committee present at the meeting shall elect one of their members to act as the chairperson of that meeting.

(3) The quorum at any meeting of the Appeals Committee shall be three members, and no quorum shall be constituted unless the member of the Appeals Committee appointed by reason of his or her knowledge and experience of the sport in respect of which the appeal arises is present at any time.

Selection criteria for national teams

13. (1) A sport association shall file its national team selection guidelines with the Commission.

(2) The International Games and Hosting Committee shall set standards for qualification into a national team.

(3) The International Games and Hosting Committee shall be composed of technically competent persons with skills and competencies suitable for organising the games as appointed by the sport associations.

(4) The International Games and Hosting Committee shall report to the Commission or Botswana National Olympic Committee depending on the portfolio of the games.

Bidding to host international sports events

14. (1) A sport association that wishes to bid to host an international sports event shall apply to the Commission for approval, and in the case of a —

(a) world event, apply four years before the event;

(b) continental event, apply two years before the event; and

(c) regional event, apply 12 months before the event.

(2) An application to bid to host an international sports event shall be made in Form F as set out in the Schedule.

(3) Where the Commission approves an application to bid to host an international sports event, it shall issue the concerned sport association with an approval to bid to host an international sports event in Form G as set out in the Schedule.

(4) The international sport event shall be hosted in line with rules and regulations of the relevant international or continental sport federations.

(5) A sport association that wins the bid to host an international sports event shall establish an organising committee to coordinate activities of the events bid for.

(6) A sport association that bids to host an international sports event without the approval of the Commission commits an offence.

15. Any person, sport association or club who or which commits an offence under these Regulations is liable to a fine not exceeding P1000 or to suspension for a term not exceeding one year from participating in sport, or to both.

Offences and  
penalty

16. The Botswana National Sports Council Regulations are hereby repealed.

Revocation of  
S.I. No. 40 of  
1979

SCHEDULE

FORM A

APPLICATION FOR REGISTRATION

(reg. 2(I))



**APPLICATION FOR REGISTRATION**

**Upon completion, the form must be submitted to BNSC at P.O. Box 1404, Gaborone, before the end of the financial year**

**SECTION 1 -- ASSOCIATION DETAILS**

Full name of the Association

Address

**PRIMARY ASSOCIATION CONTACTS**

Name  Position

Phone  Fax

Email  Website

<b>ATTACHMENT</b>
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<b>IMPORTANT NOTE</b>
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The following documents must be attached with your application for certificate of recognition.

CONSTITUTION	Please attach a copy of your constitution and/or Articles of Association.
CERTIFICATE OF REGISTRATION	Please attach a copy of the returns.
CLUB MEMBERS	Current Register of member clubs (clubs with membership lists) and list of office bearers.
UNIFORM COLOURS OR INSIGNIA	Please attach a copy of your uniform colour or insignia.
APPLICATION FEE	A non-refundable registration fee of P2500.00.

**Affiliation Declaration:**

I certify that all the information is correct and agree to be bound by the Laws of Botswana National Sport Commission, Regulations and requirements.

**NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**President:** \_\_\_\_\_

**Secretary General:** \_\_\_\_\_

FORM B

CONDITIONAL CERTIFICATE OF RECOGNITION  
(reg. 2(3))



CONDITIONAL CERTIFICATE OF RECOGNITION

This confirms that

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has been granted conditional recognition subject to approval by the Board.

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Chief Executive Officer

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Date

FORM C

CERTIFICATE OF RECOGNITION

(reg. 3)



CERTIFICATE OF RECOGNITION

This confirms that

\_\_\_\_\_

has been duly registered and is now a bonafide member of the Botswana National Sport Commission.

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Board Chairperson

Date \_\_\_\_\_

Date \_\_\_\_\_

FORM D

APPLICATION FOR RESTORATION OF NAME TO REGISTER  
(reg. 5(1))



**RESTORATION OF NAME**

This confirms that

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has been restored to the membership of the Botswana National Sport Commission and their name has been restored to the register.

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Board Chairperson

Date \_\_\_\_\_

Date \_\_\_\_\_

FORM E

APPLICATION TO PARTICIPATE OUTSIDE THE COUNTRY  
(reg. 8(2))



**APPLICATION FOR PARTICIPATING OUTSIDE THE COUNTRY**

Name of Affiliate

Name of Activity

Proposed Travel Dates

How many athletes and officials

Signature of President: \_\_\_\_\_

Date Received by BNSC: \_\_\_\_\_

Date Approved by BNSC: \_\_\_\_\_

FORM F

APPLICATION TO BID TO HOST AN INTERNATIONAL SPORTS EVENT  
(reg. 14(2))



**APPLICATION TO BID TO HOST AN INTERNATIONAL SPORTS EVENT**

Name of Affiliate

Name of Activity

Proposed Competition Dates

How Many Athletes and Officials

Name/Signature of President: \_\_\_\_\_

Date: \_\_\_\_\_

Received & Approved by BNSC: \_\_\_\_\_

Date: \_\_\_\_\_

**DECISION TO BID TO HOST AN INTERNATIONAL SPORTS EVENT IS**

Approved

Not Approved

Name/Signature of CEO: \_\_\_\_\_

Date: \_\_\_\_\_

FORM G

APPROVAL TO BID TO HOST AN INTERNATIONAL SPORTS EVENT  
(reg.14(3))



**APPROVAL TO BID TO HOST AN INTERNATIONAL SPORTS EVENT**

Name of Affiliate

Name of Activity

Proposed Competition Dates

Date of Application

Signature of BNSC Chief Executive Officer: \_\_\_\_\_

Date: \_\_\_\_\_

Received & Approved by BNSC: \_\_\_\_\_

Reasons for Approval or Rejection: \_\_\_\_\_

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MADE this 13th day of February, 2018.

**THAPELO OLOPENG,**  
*Minister of Youth Empowerment, Sport and  
Culture Development.*