



GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

N\$2.40

WINDHOEK - 22 November 2002

No.2862

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Government Notice

MINISTRY OF HOME AFFAIRS

No. 201 2002

REGULATIONS RELATING TO THE AWARD OF DECORATIONS AND MEDALS TO MEMBERS OF THE NAMIBIAN POLICE FORCE: POLICE ACT, 1990

WHEREAS the President has under section 30 of the Police Act, 1990 (Act No. 19 of 1990), established and introduced decorations and medals, as well as bars, clasps and ribbons in respect of such decorations and medals, which may be awarded by the President to persons who are or were members of the Namibian Police Force in respect of their services as such members, as follows in order of precedence:

Commendation Medal
Campaign Medal
Medal of Honour
Wound Medal
Namibian Police Service Medal – Gold
Namibian Police Service Medal – Silver
Namibian Police Service Medal – Bronze
Reservist Medal
President's Shottist Medal

NOW, THEREFORE, the Minister of Home Affairs has under section 42(1)(o) of the Police Act, 1990 (Act No. 19 of 1990), made the regulations set out in the Schedule.

SCHEDULE

PART I PRELIMINARY

Definitions

1. In these regulations, unless the context otherwise indicates, any word or expression to which a meaning has been assigned in the Act, bears the meaning so assigned to it, and -

“bar” means a strip of decorative metal added to a decoration or medal ribbon to signify a repeated award to the recipient of the same decoration or medal, usually 32 mm x 4 mm in size and usually worn in the middle of the length of the decoration or medal ribbon;

“brooch bar” means a strip of metal with a safety pin fastening device for affixing a decoration or medal, suspended from ribbons, to a garment;

“clasp” means a strip of metal, with the name, date or number of the occasion at which the recipient was presented with an award, which is added to a decoration or medal ribbon, usually 32 mm x 4 mm in size and usually worn in the middle of the length of the decoration or medal ribbon, and includes an emblem;

“emblem” means a small heraldic device, usually of metal, added to a ribbon to signify or clarify the particular distinction awarded, usually not exceeding 8 mm in diameter;

“foreign decoration or medal” means any decoration or medal awarded otherwise than under the Act;

“miniature” means a half-size exact reproduction of an award with a 16 mm ribbon;

“POL” means Namibian Police;

“qualifying service” means service in the Force, but does not include any period of service during which a member was -

- (a) absent without leave; or
- (b) suspended from office in terms of section 23(1) or (2) of the Act in respect of any offence of which the member was found guilty;

“suspender bar” means an elaborate or ornamental bar used to suspend a decoration or medal from a ribbon;

“Registrar of Honours and Awards” means a person designated as such by the Inspector-General;

“the Act” means the Police Act, 1990 (Act No. 19 of 1990).

Application of regulations

2. These regulations apply in respect of all decorations, medals, bars, clasps and ribbons which may be awarded to any person who is or was a member of the Force in respect of his or her services as such a member.

PART II
AWARDING, WEARING, FORFEITURE, RESTORATION AND LOSS OF
DECORATIONS AND MEDALS

Awarding of decorations and medals

3. (1) Only the President may, in the exercise of the power conferred by section 30 of the Act, award, subject to these regulations, any decoration, medal, bar, clasp or ribbon established and introduced by the President under that section.

(2) Except to the extent otherwise prescribed by the Inspector-General, no decoration, medal, bar or clasp referred to in subregulation (1) may be awarded to a member who during a period of 5 years immediately preceding the date on which he or she, but for this subregulation, would have become eligible for the award of the decoration, medal, bar or clasp -

- (a) was found guilty of -
 - (i) any offence referred to in paragraph (b) of regulation 6(1);
 - (ii) any offence set out in Schedule 1 to the Act; or
 - (iii) any offence or misconduct under the Act or any regulation; or
- (b) forfeited under regulation 6(1) any decoration or medal previously awarded to him or her:

Provided that the decoration, medal, bar or clasp for which any such member, but for this subregulation, would have become eligible may be awarded to the member after the lapse of a period of 5 years from the date of the conviction or forfeiture, or, if the member has been convicted more than once, from the date of the last conviction.

Certificate of award and undertaking by recipient

4. (1) A certificate of award signed by the President must be issued in respect of each decoration, medal or bar awarded.

(2) Except in the case of a posthumous conferment, the Inspector-General may require any person to whom a decoration, medal, bar or clasp has been awarded, to give a written undertaking that he or she will -

- (a) not, at any time, give away, throw away, sell, pledge, barter or in any way other than by bequest, alienate such decoration, medal, bar, clasp or the certificate of award in respect thereof;
- (b) immediately report the theft, loss or destruction thereof to the Inspector-General in writing; and
- (c) immediately return to the Inspector-General any such conferment which, in terms of these regulations, may be declared forfeited.

Wearing of decorations and medals

5. (1) Pursuant to section 31 of the Act, a decoration or medal, as well as the bar, clasp and ribbon in respect thereof, may be worn only by the person to whom the decoration, medal, bar, clasp or ribbon was awarded or has been bequeathed.

(2) Decorations and medals must be worn by members in the manner hereinafter in this subregulation provided:

- (a) Full-size and miniature decorations and medals must be worn on the left breast in a horizontal line and be suspended from a brooch bar of which no part should be seen.
- (b) Decorations and medals must be worn in the correct order of precedence, with the most senior ribbon nearest to the lapel.
- (c) The maximum number of decorations and medals that are permitted to be worn side by side is five. When they cannot be suspended in this manner, on account of their number, they are overlapped. The highest decoration or medal and ribbon, in order of precedence, must be totally exposed.
- (d) Decorations and medals must be worn in such a manner as to show the obverse to the front.
- (e) The length of the ribbon of a full-size medal is 32 mm from the top of the brooch bar to the slit in the suspender bar. The overall length of a miniature medal and ribbon is 51 mm from the top of the ribbon to the bottom point of the medal, unless the unusual shape or size of the medal dictates otherwise.

(3) When a decoration or medal is worn by a person to whom it has been bequeathed or by a next of kin referred to in regulation 16, the decoration or medal must be worn in the manner provided in subregulation (2), except that the decoration or medal must be worn on the right breast.

Forfeiture and restoration of decorations and medals

6. (1) A decoration or medal may be declared forfeited if the person to whom it was awarded -

- (a) deserts from the Force or is discharged or dismissed therefrom on account of misconduct; or
- (b) is found guilty of treason, *crimen laesae majestatis*, sedition or any other offence which, either under the common law or military law or any statute, is calculated to endanger the safety of the Republic of Namibia.

(2) The forfeiture of a decoration or medal under subregulation (1) also results in the forfeiture of any bar or clasp in respect thereof as well as any certificate of award.

(3) A decoration or medal, as well as any bar, clasp and certificate of award in respect thereof, must upon forfeiture be returned to the Inspector-General immediately.

(4) A decoration or medal declared forfeited under subregulation (1) may, on written application under regulation 8(5), be restored by the President after the lapse of a period of 5 years from the date of the forfeiture.

(5) Every application for the restoration of a forfeited decoration or medal, as well as any bar, clasp and certificate of award in respect thereof, must be considered on its merits.

Theft, loss, destruction or damage of decorations and medals

7. The theft, loss or destruction of or damage to a decoration, medal, bar, clasp or certificate of award must immediately be reported to the Inspector-General in writing.

Procedural matters regarding decorations and medals

8. (1) If a person to whom a decoration or medal was awarded is believed to have forfeited, on any of the grounds mentioned in regulation 6(1), the decoration or medal, a written motivated recommendation that the decoration or medal be declared forfeited must be submitted to the Inspector-General.

(2) On receipt of a recommendation in terms of subregulation (1), the Inspector-General must transmit the recommendation, together with his or her comments thereon as well as any representations by the person concerned, to the President.

(3) A person in respect of whom a recommendation for the forfeiture of his or her decoration or medal has been made in terms of subregulation (1), must be notified in writing of the President's decision on the matter, whereupon such person must, if the decoration or medal is declared forfeited, immediately hand in the decoration or medal, as well as any bar, clasp and certificate of award in respect thereof, at the office of the Registrar of Honours and Awards.

(4) When a person hands in a decoration or medal at the office of the Registrar of Honours and Awards, such person must be issued with a receipt to that effect, and it is then deemed that the decoration or medal, as well as any bar, clasp and certificate of award in respect thereof, has been returned to the Inspector-General.

(5) A person whose decoration or medal has been declared forfeited under regulation 6(1) may, subject to regulation 6(4), apply in writing to the Inspector-General for the restoration of that decoration or medal, as well as any bar, clasp and certificate of award in respect thereof.

(6) On receipt of an application referred to in subregulation (5), the Inspector-General must transmit the application, together with his or her comments thereon, to the President.

(7) The applicant must be notified in writing of the President's decision on the matter and, if the forfeited decoration or medal is restored, the applicant may collect that decoration or medal, as well as any bar, clasp and certificate of award in respect thereof, at the office of the Registrar of Honours and Awards.

PART III DECORATIONS, MEDALS, BARS, CLASPS AND RIBBONS

Commendation Medal

Design of Commendation Medal

9. (1) The Commendation Medal is in the form of an octagon and -
- (a) is of a base metal and silvered (satin finish);
 - (b) has a maximum width of 32 mm;
 - (c) bears on the obverse, a stylized scroll orthographically projected above a background of faceted rays and -
 - (i) the word "Commendation" appears obliquely across the scroll; and
 - (ii) the scroll is surrounded by a laurel wreath, open at the top;
 - (d) bears in the centre on the reverse, the Coat of Arms of the Republic of Namibia, with a POL serial number below the centre; and
 - (e) is attached by a suspender bar to a ribbon, 32 mm in width, consisting of vertical stripes in the colours of the appropriate arm of service. There are fifteen vertical stripes, the first and last being white and three mm wide, and the remaining alternating with royal blue and white and each being two mm wide.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for Commendation Medal

10. The Commendation Medal may, subject to regulation 3(2), be awarded to a member who has distinguished himself or herself by rendering continuous special service of a high order, on the grounds of ability, efficiency, perseverance or devotion during discharge of duties in the Force.

Bar to Commendation Medal

11. The following provisions apply in respect of the bar to the Commendation Medal:

- (a) A silver bar with a silver shaped octagon may be awarded to the Medal should the member qualify again for the Medal, and an additional bar may be awarded for each subsequent qualification, but not more than five bars may be awarded.
- (b) A bar to the Medal may be granted posthumously.
- (c) When awarded, the bar to the Medal must be attached to the ribbon of the Medal.
- (d) When ribbons only are worn, the award of a bar to the Medal is indicated by a miniature silver shaped octagon emblem, with a small police badge in the inside of the emblem, but not more than three emblems may be worn on the ribbon.

Campaign Medal

Design of Campaign Medal

12. (1) The Campaign Medal is in the shape of a five pointed star and -
- (a) is of a base metal and gilded;
 - (b) has a maximum width of 32 mm;
 - (c) bears in the centre on the obverse, a central motif, being the side view of the head of a male lion encircled, roaring, and facing dexter;
 - (d) bears in the centre on the reverse, the Coat of Arms of the Republic of Namibia, with a Pol serial number below the centre; and
 - (e) is attached by a suspender bar to a ribbon, 32 mm in width, being gold in colour. Attached to the ribbon is a gilded clasp having a sand finish, which has the title of the operation raised and smoothed thereon.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for Campaign Medal

13. The Campaign Medal may, subject to regulation 3(2), be awarded to any member who, after 21 March 1990, participated in an official capacity in any operation, whether within or outside the borders of Namibia, approved by the Government, or in any such operation with the United Nations.

Bar to Campaign Medal

14. The following provisions apply in respect of the bar to the Campaign Medal:

- (a) An additional gilded bar, bearing the name of the operation, may be awarded to the Medal should the member participate in another operation that merits the award of the Medal, and an additional bar may be awarded for each subsequent operation.
- (b) A bar to the Medal may be granted posthumously.
- (c) When awarded, the bar to the Medal must be attached to the ribbon of the Medal, from the bottom to the top, in date of award.
- (d) When ribbons only are worn, the award of a bar to the Medal is indicated by a miniature gilded star emblem worn on the ribbon, but not more than three emblems may be worn on the ribbon.

Medal of Honour

Design of Medal of Honour

- 15. (1) The Medal of Honour is circular in form and -
 - (a) is of a base metal and gilded;
 - (b) has a maximum width of 32 mm;
 - (c) bears on the obverse, a Helvetian cross in black iron, superimposed thereon the words "NOT FORGOTTEN" in the horizontal centre of the cross. The cross is mounted on a gilded wreath with embellishments;
 - (d) bears in the centre on the reverse, the Coat of Arms of the Republic of Namibia, with the words "Medal of Honour" above the centre and a POL serial number below the centre; and
 - (e) is attached by a suspender bar to a black ribbon, being 32 mm in width.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for Medal of Honour

16. The Medal of Honour may, subject to regulation 3(2), be awarded to any next of kin of a member who was killed while in the execution of police duties.

Wound Medal

Design of Wound Medal

- 17. (1) The Wound Medal is circular in form with fourteen points and -
 - (a) is of a base metal and bronzed;
 - (b) has a maximum width of 32 mm;
 - (c) bears on the obverse, a Greek cross superimposed over crossed swords and -
 - (i) on the cross a Cobra snake, with head and body reared and poised, is in relief; and
 - (ii) the cross, swords and snake are in silver;
 - (d) bears on the reverse, the Coat of Arms of the Republic of Namibia in the centre and the inscription "Wound Medal" above the centre, with a POL serial number below the centre; and

- (e) is attached by a suspender bar to a ribbon, 32 mm in width, consisting of vertical stripes coloured in the order gold, black, gold, black, gold and measuring, respectively, three mm, eight mm, ten mm, eight mm and three mm.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for Wound Medal

18. The Wound Medal may, subject to regulation 3(2), be awarded to a member who, on or after 21 March 1990, while being in action was severely wounded in the execution of duty, resulting in life threatening injuries.

Bar to Wound Medal

- 19.** The following provisions apply in respect of the bar to the Wound Medal:
- (a) A bronze bar with a bronze cobra emblem may be awarded to the Medal should the member be severely wounded again, resulting in a life threatening injury that merits the award of the Medal, and an additional bar may be awarded for each subsequent life threatening injury sustained by the member.
 - (b) A bar to the Medal may be granted posthumously.
 - (c) When awarded, the bar to the Medal must be attached to the ribbon of the Medal, but not more than five bars may be worn.
 - (d) When ribbons only are worn, the award of a bar to the Medal is indicated by a miniature bronze cobra emblem worn on the ribbon, but not more than three emblems may be worn on the ribbon.

Namibian Police Service Medals

Definition

20. In regulations 21, 22 and 23, "Namibian Police Service Medals" means the Service Medal – Gold, the Service Medal – Silver and the Service Medal – Bronze.

Design of Namibian Police Service Medals

- 21.** (1) The Namibian Police Service Medals are circular in form and -
- (a) are of a base metal and -
 - (i) gilded in the case of the 30 years Service Medal – Gold;
 - (ii) silvered in the case of the 20 years Service Medal – Silver; and
 - (iii) bronzed in the case of the 10 years Service Medal – Bronze;
 - (b) have a maximum width of 32 mm;
 - (c) bear on the obverse, a Baobab tree, superimposed over the centre of the trunk the Arabic numeral -
 - (i) 30 in the case of the Service Medal – Gold;
 - (ii) 20 in the case of the Service Medal – Silver; and
 - (iii) 10 in the case of the Service Medal – Bronze;

- (d) are surrounded at the edge with a full circle of stylized brilliant cut diamonds;
 - (e) bear in the centre on the reverse, the Coat of Arms of the Republic of Namibia, with the word "Service" above the centre and a POL serial number below the centre; and
 - (f) are attached by a suspender bar to a ribbon, 32 mm in width, consisting -
 - (i) in the case of the Service Medal – Gold, of vertical stripes coloured in the order red, white, blue, white, red, white, blue, white, red and measuring, respectively, two mm, two mm, three mm, two mm, fourteen mm, two mm, three mm, two mm and two mm;
 - (ii) in the case of the Service Medal – Silver, of vertical stripes coloured in the order blue, yellow, blue, yellow, blue and measuring, respectively, two mm, seven mm, fourteen mm, seven mm and two mm; and
 - (iii) in the case of the Service Medal – Bronze, of a vertical white stripe, being four mm in width, in the centre of a green ribbon.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for Namibian Police Service Medals

22. (1) The Namibian Police Service Medals may, subject to regulation 3(2) and subregulation (2) of this regulation, be awarded to any member who, on or after 21 March 1990, serves in the Force and who has -

- (a) in the case of the Service Medal – Gold, completed not less than 30 years continuous qualifying service;
- (b) in the case of the Service Medal – Silver, completed not less than 20 years continuous qualifying service; and
- (c) in the case of the Service Medal – Bronze, completed not less than 10 years continuous qualifying service.

(2) Any previous service in the Namibian Defence Force or the Namibian Prison Service, or any portion of such service, may, for the purposes of subregulation (1), be considered by the Inspector-General as qualifying service.

Emblem to Namibian Police Service Medals

23. The following provisions apply in respect of the emblem to the Namibian Police Service Medals:

- (a) An emblem, being a gilded miniature police star, may be awarded should a member serve an additional 5 years after the respective Medal was awarded to the member.
- (b) The emblem obtained 5 years after the Service Medal – Gold was awarded, remains permanently.
- (c) An emblem to the respective Medal may be granted posthumously.
- (d) When awarded, the emblem to the respective Medal must be attached to the middle of the ribbon.
- (e) When ribbons only are worn, the emblem to the respective Medal must be worn on the ribbon.

*Reservist Medal***Design of Reservist Medal**

24. (1) The Reservist Medal is circular in form and -
- (a) is of a base metal and bronzed;
 - (b) has a maximum width of 32 mm;
 - (c) bears on the obverse, a running Oryx in the upper half with two hills in the background, with the words "VOLUNTARY SERVICE" appearing in a scroll in the lower half of the Medal;
 - (d) bears in the centre on the reverse, the Coat of Arms of the Republic of Namibia, with the word "Reservist" above the centre and a POL serial number below the centre; and
 - (e) is attached by a suspender bar to a ribbon, 32 mm in width, being burgundy in colour. Attached to the ribbon is a bronze bar having raised applicable numerals thereon.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for Reservist Medal

25. (1) The Reservist Medal may, subject to regulation 3(2) and subregulation (2) of this regulation, be awarded to any member of the Reserve Force who, on or after 21 March 1990, serves as such a member in the Force and who has completed either 5, 10, 15, 20, 25 or 30 years continuous qualifying service in a honourable fashion.

(2) An authorized break or breaks in service, not exceeding in the aggregate a period of six calendar months, are not deemed to have broken the continuity of qualifying service.

Bar to Reservist Medal

26. The following provisions apply in respect of the bar to the Reservist Medal:
- (a) A bronze bar bearing numerals thereon, indicating the number of years of service, in five-year sequence, is presented with the first medal and thereafter only the bar is replaced with the next highest numeral emblem.
 - (b) A bar to the Medal may be granted posthumously.
 - (c) When awarded, the bar to the Medal must be attached to the ribbon of the Medal.
 - (d) When ribbons only are worn, the award of a bar to the Medal is indicated by a corresponding bronze numeral emblem worn on the ribbon.

*President's Shottist Medal***Design of President's Shottist Medal**

27. (1) The President's Shottist Medal is circular in form and -
- (a) is of a base metal and bronzed;
 - (b) has a maximum width of 32 mm;

- (c) bears on the obverse, crossed bolt action rifles superimposed over a round target and dunes and -
 - (i) the rifles are surrounded by a wreath and embellishments; and
 - (ii) in the upper half the raised word "PRESIDENT'S" appears, and in the lower half the raised words "CHAMPION SHOTTIST";
 - (d) bears in the centre on the reverse, the Coat of Arms of the Republic of Namibia, with a POL serial number below the centre; and
 - (e) is attached by a suspender bar to a ribbon, 32 mm in width, in the colours royal blue and gold, mounted in a reverse bend diagonal equidistantly spaced and four mm apart.
- (2) The suspender bar is embossed with a police badge, with embellishments.

Eligibility for President's Shottist Medal

28. The President's Shottist Medal may, subject to regulation 3(2), be awarded to any member who has emerged as the champion shottist in a specific small arm service shooting, in accordance with the relevant rules of the Force.

Bar to President's Shottist Medal

29. The following provisions apply in respect of the bar to the President's Shottist Medal:

- (a) A bronzed bar accompanies the award of the Medal, depicting the year of award.
- (b) A further bar may be awarded should the member qualify again, and an additional bar may be awarded for each subsequent qualification, but not more than five bars may be worn.
- (c) A bar to the Medal may be granted posthumously.
- (d) When awarded, the bar to the Medal must be attached to the ribbon of the Medal.
- (e) When ribbons only are worn, the award of a bar to the Medal is indicated by a miniature silver numeral emblem in a circular background, indicating the number of bars awarded.

Foreign Decorations and Medals

Authorization to wear foreign decorations and medals

30. No foreign decoration, medal, bar or clasp may be worn by a member, unless the authorization, in writing, of the Inspector-General has been obtained, but subject to such conditions as may be determined by the Inspector-General.

Ribbons

Manner in which ribbons are to be worn

31. (1) Ribbons, each 32 mm in width, must be worn on the left breast in a horizontal line, when in uniform, but subject to such conditions as may be determined by the Inspector-General.

(2) Ribbons must be worn in the correct order of precedence, with the most senior ribbon nearest to the lapel and in the top row, when more than one row is worn.
