

**Statutory Instrument 156 of 2007.**

**Private Investigators and Security Guards(General)Regulations, 2007**

ARRANGEMENT OF SECTIONS

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**IT is hereby notified that the Minister of Home Affairs has, in terms of section 26 of the Private Investigators and Security Guards (Control) Act [Chapter 27:10], made the following regulations:—**

***1. Title***

These regulations may be cited as the Private Investigators and Security Guards (General) Regulations, 2007.

***2. Interpretation***

In these regulations—

“form” means the appropriate form specified in the First Schedule.

***3. Application for private investigator's licence***

(1) An application for the issue of a private investigator's licence, in terms of subsection (1) of section 7 of the Act shall be made in form 1 and shall be accompanied by the photographs, certificates and documents specified therein.

(2) An application for the renewal of a private investigator's licence, in terms of subsection (1) of section 7 of the Act shall be made in form 2.

***4. Application for security guard's licence***

(1) An application for the issue of a security guard's licence by an individual, in terms of subsection (1) of section 13 of the Act, shall be made in form 3 and shall be accompanied by photographs, certificates and documents specified therein.

(2) An application for the issue of a security guard's licence by a company or partnership, in terms of subsection (1) of section 13 of the Act, shall be made in form 4 and shall be accompanied by the photographs, certificates and documents specified therein.

(3) An application for the renewal of a security guard's licence, in terms of subsection (1) of section 13 of the Act, by an individual, shall be made in form 5.

(4) An application for the renewal of a security guard's licence, in terms of subsection (1) of section 13 of the Act, by a company or partnership, shall be made in form 6.

**5. Application for certificate of approval**

(1) An application for the issue of a certificate of approval, in terms of subsection (1) of section 17 of the Act, shall be made in form 7.

(2) An application for the renewal of a certificate of approval, in terms of subsection (1) of Section 17 of the Act, shall be in form 8.

**6. Private investigator's licence**

A licence issued or renewed in respect of private investigator's licence shall be in form 9.

**7. Security guard's licence**

A licence issued or renewed in respect of a security guard licence shall be in form 10.

**8. Certificate of approval**

A certificate of approval issued or renewed in respect of a responsible employee shall be in form 11.

**9. Period of validity**

Subject to the provisions of the Act, the period of validity of a private investigator's licence, security guard's licence and a certificate of approval, shall be one year from the date of issue or renewal thereof.

**10. Conditions of security guard's licence**

A security guard's licence shall be subject to the condition that the holder shall not permit any of his employees to perform the work of a guard unless the holder has taken reasonable steps to satisfy himself that the employee concerned—

- (a) has undergone a course of training of a maximum of five days which qualifies him or her to perform the work of a guard;
- (b) has not been dismissed by any other licensed security guard for misconduct, incompetence or dishonesty;
- (c) has not, within the period of ten years immediately preceding the date of his employment as a guard, been convicted of an offence referred to in paragraph (c) of subsection (3) of section 13 of the Act by means of the submission of finger-prints to the Commissioner of Police; (d) is of good character and reputation.

**11. Private investigator identity card**

The Controller shall issue to a licensed private investigator an identity card in form 12.

**12. Private investigator's employee identity card**

The Controller shall issue to a holder of a certificate approval an identity card in form 13.

**13. Security guard's identity card**

The Controller shall issue an identity card in form 14 to— (a)

a licensed security guard who is a natural person; and

(b) each director or partner of a licensed security guard which is a company or partnership.

**14. Security guard's employee's identity card**

(1) A licensed security guard shall issue to each of his employees who are engaged in the business to which the licence relates an identity card in form 15.

(2) No identity card referred to in subsection (1) shall be issued unless it conforms to such specifications relating to the manufacture and processing thereof as maybe approved by the Controller.

(3) Any person who contravenes the provisions of section (1) or (2) shall be guilty of an offence and liable to a fine not exceeding level five or to imprisonment for a period not exceeding three months or to both such fine and such imprisonment.

**15. Alteration of identity cards**

Any person, who, without lawful excuse, destroys, alters, imitates, mutilates, or in any way tampers with an identity card issued by the Controller, shall be guilty of an offence and liable to a fine not exceeding level five or to imprisonment for a period not exceeding three months or to both such fine and such imprisonment.

**16. Appeals against decision of Controller**

(1) Any person who, in terms of subsection (1) of section 22 of the Act, wishes to appeal against a decision of the Controller shall, within twenty-eight days of receiving notification of such decision, submit to the Secretary for Home Affairs two copies of a statement setting out the decision appealed against and the grounds of the appeal.

(2) The Secretary for Home Affairs shall, on receipt of the statement referred to in subsection (1), submit a copy thereof to the Controller.

(3) The Controller shall, within seven days of the receipt of a copy of a statement in terms of subsection (2), submit to the Secretary for Home Affairs a statement in writing setting out the reasons for his decision in respect of the matter which is the subject of the appeal concerned.

(4) The Secretary for Home Affairs shall, on receipt of a statement from the Controller, in terms of subsection (3), submit such statement and the appellant's statement referred to in subsection (1) to the Minister.

(5) The decision of the Minister in respect of an appeal referred to in subsection (1) shall be notified by the Secretary for Home Affairs to the appellant and the Controller.

#### ***17. Prescribed fees***

(1) Subject to the provisions of subsection (3), the fees set out in the Second Schedule shall be payable in respect of the several matters specified in that Schedule.

(2) The prescribed fees shall be payable—

- (a) in respect of the inspection of any register, before the register is inspected;
- (b) in respect of the issue, or renewal of any licence or certificate of approval on receipt of advice from the Registrar that he has granted the application;
- (c) in cash at the Ministry of Home Affairs Head Office under receipts.

(3) No fee shall be payable in respect of the inspection of any register by any member of the Police, or by an auditor, or by any person assisting the Controller in any inquiry.

#### ***18. Tariff of charges***

The tariff of minimum charges in respect of services rendered by licensed security guards which is set out in the Third Schedule is prescribed for the purposes of section 23 and 34 of the Act:

Provided that the said charges may be reduced by not more than fifty per centum in respect of services rendered to a welfare organisation which is registered in terms of the Private Voluntary Organisations Act [*Chapter 17:05*].

#### ***19. Repeals***

The regulations specified in the Fourth Schedule are repealed.

FIRST SCHEDULE (Section 2)

FORM 1

**APPLICATION FOR PRIVATE INVESTIGATOR'S LICENCE**

I, ..... , hereby make application  
(full name)

for the issue of a private investigator's licence and, in support thereof, I furnish the following information which I solemnly declare to be true in every detail—

Date and place of birth: .....  
(date) (place)

Date and place of entry into Zimbabwe, if not born in Zimbabwe:  
.....  
(date)

.....  
(place)

Periods of absence, exceeding twelve months at any one time, from Zimbabwe (state periods and place of residence outside Zimbabwe):

.....  
.....  
.....

Residential address in Zimbabwe: .....  
.....  
.....

Proposed business address: .....  
.....

Phone: .....

Postal address: .....

Fax: .....

Convictions for criminal offences committed in or outside Zimbabwe during the last 10 years, if any (exclude convictions under any law relating to road traffic if

only penalty was fine under \$250): .....

Date and place where declared insolvent or bankrupt, if ever: .....  
(date)

.....  
(place)

My assets in Zimbabwe exceed my liabilities by \$ .....

Record of experience relevant to the occupation of a private investigator (if in  
employment, state names and addresses of employers): .....

.....  
.....

Declared at ..... this ..... day of ....., 200....

.....  
*Signature*

Before me .....

*Commissioner of oaths*

*Note.*— This application form must be accompanied by—

- (a) two recent identical photographs of the applicant showing head and shoulders and measuring 20 mm in width and 25 mm in height;
- (b) a certificate issued by an insurer to the effect that he will be prepared to issue a policy of insurance to make good any loss resulting from misconduct or negligence of the applicant or any person employed by him;
- (c) a letter authorising the applicant's bank to disclose to the Controller such information as to the applicant's financial position as may be required by the Controller;
- (d) proof of experience as an investigator;
- (e) proof of a trust account.

**FORM 2**

**APPLICATION FOR RENEWAL OF PRIVATE INVESTIGATOR'S LICENCE**

I, ..... hereby make an application  
(full name)

for the renewal of my private investigator's licence and, in support thereof, I solemnly declare that—

1. I remain permanently resident in Zimbabwe.
2. My assets in Zimbabwe now exceed my liabilities: .....
3. I maintain a trust account at: .....  
(name branch of bank or institution)

under number: .....  
(state account number)

4. There is in force an insurance policy No. .... issued by..... to make good any loss resulting from my (state name of insurance company) misconduct or negligence or that of any person employed by me.
5. My residential and business addresses have not changed since my licence was issued/renewed.

OR

Please note the following changes: .....  
.....  
.....

6. I have not been convicted of any offence during the last twelve months other than the following: .....  
.....  
(exclude conviction under any law relating to traffic if only penalty was fine under \$250)

Declared at ..... this ..... day of ..... 200.....

.....  
*Signature*

Before me .....  
*Commissioner of oaths*

**APPLICATION FOR SECURITY GUARD'S LICENCE BY AN INDIVIDUAL**

I, ..... , hereby make an application for  
*(full name)*

the issue of a security guard's licence and, in support thereof, I furnish the following information which I solemnly declare to be true in every detail—

Date and place of birth: .....  
*(date)* *(place)*

Date and place of entry into Zimbabwe, if not born in Zimbabwe .....  
*(date)*  
.....  
*(place)*

Periods of absence, exceeding twelve months at any one time, from Zimbabwe (state periods and places of residence outside Zimbabwe): .....

Residential address in Zimbabwe: .....  
..... Phone: .....

Proposed business address: .....

Postal address .....

Fax: ..... E-mail address: .....

Convictions for criminal offences committed in or outside Zimbabwe during the last 10 years, if any (excluding convictions under any law relating to road traffic if only penalty was a fine under \$250): .....

Date and place where rehabilitated, if applicable: .....  
*(date)*  
.....  
*(place)*

My assets in Zimbabwe exceed my liabilities by \$ .....  
as indicated in the attached balance sheet.

Record of experience relevant to the occupation of a security guard (if in employment, state names and addresses of employers): .....

Declared at ..... this ..... day of ....., 200...

.....  
*Signature*

Before me .....  
*Commissioner of Oaths*

*Note.*— This application form must be accompanied by—

- (a) two recent identical photographs of the applicant showing head and shoulders and measuring not more than 20 mm in width and 25 mm height;
- (b) a certificate issued by an insurer to the effect that he will be prepared to make good any loss resulting from misconduct or negligence of the applicant or of any person employed by him;
- (c) a letter authorising the applicant's bank to disclose to the Controller such information as to the applicant's financial position as may be required by the Controller;
- (d) an audited balance sheet reflecting the applicant's assets and liabilities in Zimbabwe.



**APPLICATION FOR SECURITY GUARD'S LICENCE BY A COMPANY OR  
PARTNERSHIP**

I, .....being a director/partner  
(full name)

of ..... a company/partnership registered/formed in Zimbabwe and, having been authorized thereto by a resolution of the board of directors/the partnership, make application for the issue of a security guard's licence and, in support thereof, I furnish the following information which I solemnly declare to be true in every detail—

Date of registration of company or formation of partnership: .....

Registered office of company or office of partnership: .....

..... Phone: .....

Postal address of company/partnership: .....

.....

The following information is supplied in respect of each director/partner (supply separate folios in respect of each different director/partner)—

Name: .....

Date and place of entry into Zimbabwe if not born in Zimbabwe: .....  
(date)

.....  
(place)

Date and place where declared insolvent or bankrupt, if ever: .....  
(date)

.....  
(place)

Date and place where rehabilitated, if ever: .....  
(date)

.....  
(place)

Assets in Zimbabwe exceed my liabilities by \$....., as indicated by attached audited balance sheet.

Record of experience relevant to the occupation of a security guard (if in employment, state names and addresses of employers): .....

.....

Convictions for criminal offences committed in or outside Zimbabwe during the last 10 years, if any (exclude convictions under any law relating to road traffic if only penalty was fine under \$250).

Declared at ..... this ..... day of ....., 200....

.....  
Signature

Before me .....

Commissioner of Oaths

Note.— This application form must be accompanied by—

- (a) two recent identical photographs of each director or partner showing head and shoulders and measuring not more than 20 mm in width and 25 mm in height;

- (b) a certificate issued by an insurer to the effect that he will be prepared to issue a policy insurance to make good any loss resulting from the misconduct or negligence of the company, its directors and employees, partnership, its partners and employees, as the case may be;
- (c) a letter authorising the applicant's bank to disclose to the Controller such information as to the applicant's financial position as may be requested by the Controller;
- (d) an audited balance sheet reflecting the company's/partnership's assets and liabilities.

**FORM 5**

**APPLICATION FOR RENEWAL OF SECURITY GUARD'S LICENCE BY AN INDIVIDUAL**

I, ....., hereby make an application  
(full name)

for the renewal of my security guard's licence and, in support thereof, I solemnly declare that—

1. I remain permanently resident in Zimbabwe.
2. My assets in Zimbabwe now exceed my liabilities by \$.....
3. There is in force an insurance policy No. .... issued by.....  
(name of insurance company)

to make good any loss resulting from my misconduct or negligence or that of any person employed by me.

4. My residential and business addresses have not changed since my licence was issued or renewed.

OR

Please note the following change (s) .....  
.....  
.....

5. I have not been convicted of any offence during the last twelve months other than the following: .....  
.....

(exclude conviction under any law relating to traffic if only penalty was fine under \$250).

Declared at ..... this ..... day of ....., 200...

.....  
*Signature*

Before me .....

*Commissioner of oaths*

**APPLICATION FOR RENEWAL OF SECURITY GUARD'S LICENCE BY A COMPANY**

OR PARTNERSHIP

I, ..... , being a director/partner of  
(full name)

....., a company/partnership registered or  
(state name of company/partnership)

formed in Zimbabwe and, having been authorised by a resolution of the board of directors/partnership, make application for the renewal of the company's/partnership's security guard's licence and, in support thereof, solemnly declare that—

- 1. The directors/partners remain permanently/resident in Zimbabwe.
- 2. In respect of each of the directors/partners, their assets exceed their liabilities by \$ .....
- 3. There is in force an insurance policy No. ....  
issued by .....  
(name of insurance company)

to make good any loss resulting from the misconduct or negligence of the company; its directors and its employees or the partnership, its partners and employees.

- 4. The registered office and postal address of the company/partnership have remained unchanged.

OR

Please note the following change (s) of address .....  
.....  
.....

- 5. The directors/partners have not been convicted of any offence during the last twelve months other than the following: .....

(exclude conviction under any law relating to traffic if only penalty was fine under \$250).

Declared at ..... this ..... day of ....., 200...

.....  
Signature

Before me .....  
Commissioner of oaths

APPLICATION FOR CERTIFICATE OF APPROVAL

**FORM 7**

I, .....hereby make an application  
(full name)

for the issue of a certificate of approval and, in support thereof, I furnish the following information which solemnly I declare to be true in every detail—

Date and place of birth: .....  
(date) (place)

Date and place of entry into Zimbabwe if not born in Zimbabwe: .....  
(date)

.....  
(place)

Periods of absence, exceeding twelve months at any one time, from Zimbabwe (state periods and place of residence outside Zimbabwe): .....

.....

Residential address: .....  
..... Phone: .....

Name and address of prospective employer .....  
..... Phone: .....

Convictions for criminal offences in or outside Zimbabwe committed during the last 10 years, if any (exclude convictions under any law relating to road traffic if only penalty was fine under \$250) .....

.....  
Date and place when declared insolvent or bankrupt, if ever: .....  
(date)

.....  
(place)

Date and place where rehabilitated, if applicable: .....  
(date)

.....  
Details of employment over the last 10 years (state dates and names and addresses of employer) .....

.....  
Convictions for criminal offences committed in or outside Zimbabwe during the last 10 years, if any (exclude convictions under any law relating to road traffic if only penalty was fine under \$250) .....

.....

Declared at ..... this ..... day of ....., 200.....

*Signature*

Before me .....  
*Commissioner of oaths*

*Note.*— This application form must be accompanied by two identical photographs of the applicant showing head and shoulders and measuring not more than 20 mm in width and 25 mm in height.

**APPLICATION FOR RENEWAL OF CERTIFICATE OF APPROVAL**

**FORM 8**

I, ....., hereby make an application  
(full name)

for the renewal of my certificate of approval and, in support thereof, I solemnly declare that—

1. I remain permanently resident in Zimbabwe.
2. I continue to be employed by ..... will, with effect from..... be employed by.....
3. My residential address has not changed since my certificate of approval was issued or renewed.

OR

Please note my new address: .....

4. I have not been convicted of any offence during the last twelve months other than the following (exclude conviction under any law relating to traffic if only penalty was fine under \$250): .....
5. I have not been declared insolvent or bankrupt since my certificate of approval was issued/renewed.

Declared at ..... this ..... day of ....., 200...

*Signature*

Before me .....

*Commissioner of oaths*

*Note.*—This application form must be accompanied by two identical photographs of the applicant showing head and shoulders and measuring not more than 20 mm in width and 25 mm in height.

**FORM 10**

**PRIVATE INVESTIGATOR'S LICENCE**

SERIAL NUMBER

THIS IS TO CERTIFY THAT

.....  
.....

Is authorised in terms of section 6 of the Act to operate as a  
PRIVATE INVESTIGASTOR

YEAR .....

PROVINCE .....

CONTROLLER OF PRIVATE INVESTIGATORS AND SECURITY  
GUARDS

STAMP

**FORM 11**

**SECURITY GUARD'S LICENCE**

..... of .....  
(full name) (address)

is hereby certified as an approved responsible employee of a licensed private  
investigator.

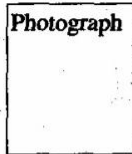
YEAR .....

PROVINCE .....

Controller of Private Investigators and Security Guards

**FORM 12**

**IDENTITY CARD**



Name: .....

Is a licensed private investigator

The holder of this card has no greater powers than those of  
a private citizen.

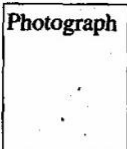
No. ....  
.....

Controller of Private Investigators and Security Guards

**FORM 13**

**IDENTITY CARD**





Name: .....  
is an approved employee of .....

The holder of this card has no greater powers than those of a private citizen.

No. ....

Controller of Private Investigators and Security Guards

**FORM 14**

**IDENTITY CARD**



Name: .....

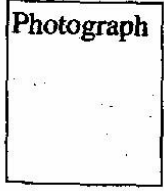
Is a licensed security guard

No. ....

Controller of Private Investigators and Security Guards

**FORM 15**

**IDENTITY CARD**



Name: .....

Is employed by: .....

The holder of this card has undergone a course of training and has satisfied me that he has qualifications to be an employee of a security guard.

No. ....

Director/Partner

SECOND SCHEDULE (Section 17)

2. For application of licence .....	100 000
3. For the issue of licence in respect of:—	
(a) First year of operation .....	200 000
(b) Second year of operation .....	300 000
(c) Third year of operation .....	400 000
(d) Fourth year of operation .....	500 000
(e) Fifth year or subsequent year of operation .....	600 000
4. For the issue or renewal of certificate of approval .....	100 000
5. For the issue of duplicate licence or certificate of approval .....	200 000
6. For the late renewal of a licence after the 1st of January every year (in addition to any fees payable in terms of item 3) .....	500 000

### THIRD SCHEDULE (Section 18)

#### TARIFF OF MINIMUM CHARGES IN RESPECT OF SERVICES RENDERED BY LICENSED SECURITY GUARDS

#### 1. Interpretation

(1) In this Schedule—

“contract guard” means a guard provided in terms of an agreement which provides for the giving of one month’s notice of termination of the service;

“inspection visit” means a visit and check of premises which are not guarded by a security guard;

“temporary guard” means a guard provided in terms of an agreement which does not provide for the giving of a month’s notice of the termination of the service.

(2) Where any guard is provided for periods other than those prescribed in this Schedule, the appropriate charge for the provision of that guard shall be that tariff item which provides for the provision of a guard for the same number of hours daily.

(3) Where any guard is provided for which no tariff item is included in this Schedule, the nearest appropriate tariff item shall apply, adjusted to the nearest whole dollar, calculated on the basis of the amount specified in the third column of the said Schedule, except where the guard is provided for a duty in excess of twelve hours, day or night, where the rate specified in item 9 shall apply in respect of such additional hours.

#### 2. Tariff

2. The minimum charges which may be charged in respect of services rendered by licensed security guards shall be as follows—

SERVICE	RATES OF CHARGES		
	Per month z\$	Per day z\$	Per hour z\$
1. Contract guard, twenty-four hour coverage (daily)	19 302 000,00	-	26 671,23
2. Contract guard, twenty-hour coverage (daily or night)	9 651 000,00	-	26 671,23
3. Contract guard during the period from 0800 hours to 1700 hours daily for five working days each week	6 470 900,00	-	33 380,96
4. Service as in item 3 and in addition, for up to five hours on each Saturday	7 003 701,00	-	32 606,37

5. Contract guard during the period from 1800 hours to 0600 hours daily, including each Saturday afternoon and twenty-four hour coverage on each Sunday and public holiday	12 835 830,00	-	-
6. Service in item 5 but including twenty-four hour coverage on each Saturday..	13 378 041,00	-	28 055,27
7. Contract guard during the period from 0600 hours to 1800 hours on each Saturday, Sunday and public holiday	3 749 852,00	-	32 329,22
8. Temporary guard, twelve hours coverage (day or night)			
(a) .....	10 400 269,00		28 741,99
(b) .....	-	449 210,00	37 760,00
9. Guard for every hour in excess of a twelve hour shift .....	-	101 189,00	-
10. Inspection visits, for one visit in every month	551 569,00	-	-
11. One dog for not more than twelve hours (day or night)	3 860 400,00	-	-
12. Controlling service of under-cover employees in the employ of a client	3 157 339,00	-	-
13. The conveyance and delivery of cash in transit, per delivery			
(i) casual delivery .....	790 797,00	-	-
(ii) other .....	395 399,00	-	-
14. Hire of time clock	1 194 969,00	-	-
15. Hire of radio	1 194 696,00	-	-
16. Hire of firearm	2 000 000,00	-	-
17. Guard, for searching client's employees, per search	-	-	127 440

**FOURTH SCHEDULE (Section 19)**

**REPEALED REGULATIONS**

***Title***

***RGN/S.I.***

Private Investigators and Security Guards (General) Regulations, 1978	302 of 1978
Private Investigators and Security Guards (General) (Amendment) Regulations, 1978 (No. 1) .	566 of 1978
Private Investigators and Security Guards (General) (Amendment) Regulations, 1979 (No. 2)	313 of 1979
Private Investigators and Security Guards (General) (Amendment) Regulations, 1979 (No. 3)	579 of 1979
Private Investigators and Security Guards (General) (Amendment) Regulations, 1980 (No. 4)	15 of 1980
Private Investigators and Security Guards (General) (Amendment) Regulations, 1999 (No. 24).	315 of 1999
Private Investigators and Security Guards (General) (Amendment) Regulations, 2007 (No. 43)	53 of 2007