

Namibia

Allied Health Professions Act, 2004

Regulations relating to Allowances and Certain Fees Payable, 2024 Government Notice 207 of 2024

Legislation as at 31 July 2024

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Regulations relating to Allowances and Certain Fees Payable, 2024 (Government Notice 207 of 2024)
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Republic of Namibia
Annotated Statutes

Allied Health Professions Act, 2004

**Regulations relating to Allowances
and Certain Fees Payable, 2024**
Government Notice 207 of 2024

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Assented to on 10 July 2024

Commenced on 31 July 2024

**[This is the version of this document from 31 July 2024 and
includes any amendments published up to 2 May 2025.]**

Under section [55\(1\)\(a\)](#) and [\(w\)](#) of the Allied Health Professions Act, 2004 ([Act No. 7 of 2004](#)), and on the recommendation of the Allied Health Professions Council of Namibia, I have-

- (a) made the regulations set out in the Schedule; and
- (b) repealed the regulations published under Government Notice No. 292 of 7 December 2015.

1. Definitions

In these regulations a word or an expression defined in the Act has that meaning and, unless the context otherwise indicates-

“**evaluator**” means a person who is involved in the conducting of evaluation as contemplated in section 21(3)(a) and (b) of the Act;

“**examiner**” means a person who is involved in the preparation, conducting and assessment of examinations as determined in accordance with section 55(1)(f) read with section 21(3)(a) of the Act;

“**expert witness**” means a person-

- (a) giving evidence at a meeting of inquiry of the Council or a committee and declared by the Council or the committee as an expert witness; or
- (b) furnishing the Council or a committee with an expert opinion at the request of the Council or the committee;

“**member of a committee**” includes a co-opted member of the committee but does not include a member of the professional conduct committee or of the appeal committee;

“**member of the Council**” includes a member of the professional conduct committee, a member of the appeal committee or a co-opted member of the Council of any of those committees but does not include the chairperson of the appeal committee or the president of the Council;

“**moderator**” means a person who is involved in the review of examination papers or overseeing of examinations or evaluations;

“**the Act**” means the Allied Health Professions Act, 2004 ([Act No. 7 of 2004](#));

“**witness**” means a person giving evidence at a meeting of the Council or a committee at the request of the Council or the committee; and

“**witness fees**” means the fees payable by the Council to a witness or expert witness and includes allowances payable to the witness or expert witness and the reimbursement of expenses incurred by the witness.

2. Allowances payable to members of Council and of committees for preparing and attending meetings

The allowances payable to a member of the Council for-

(a)	attending a meeting of the Council or of a committee, per day, if he or she is-	
	(i) the president	N\$ 2 200;
	(ii) a member other than the president	N\$ 1 650;
	(iii) chairperson of the appeal committee first day	N\$ 1 3080; and
	(iv) chairperson of the appeal committee subsequent day	N\$ 2 200;
(b)	preparing for a meeting, per meeting attended, by that member, including the president	N\$ 830.

3. Allowances payable to members of Council or of professional conduct committee for preparing for and attending professional conduct inquiry

The allowances payable to a member of the Council or the professional conduct committee for-

(a)	attending a professional conduct inquiry under Part V of the Act, per day, if he or she is-	
	(i) the president	N\$ 2 750;

	(ii) any member other than the president	N\$ 2 200; and
(b)	for preparing for the inquiry contemplated in paragraph (a), per inquiry and only if that member attended the entire inquiry, including the president	N\$ 1 100.

4. Witness and interpreter fees

- (1) The witness fees payable by the Council to an expert witness for-
 - (a) furnishing the Council or a committee with an expert opinion at the request of the Council or that committee may not exceed N\$ 8 800 per day; and
 - (b) giving evidence at a meeting at the request of the Council or a committee, may not exceed N\$ 550 per day.
- (2) The witness fees payable to witnesses other than expert witnesses for giving evidence at a meeting is N\$ 200 per day.
- (3) The interpreter fees payable by the Council to an interpreter at a meeting of the Council or a professional conduct committee, at the request of the Council or that committee may not exceed N\$ 200 per hour or part of an hour.

5. Allowances payable to member of Council acting as examiner, evaluator or moderator

The allowances payable by the Council to a member of the Council for acting as an examiner, evaluator or moderator for-

(a)	preparing for theoretical examination, evaluation or setting of written examination paper, per theoretical examination, evaluation or examination paper	N\$ 550;
(b)	moderating of examination paper referred to in paragraph (a), per examination paper	N\$ 440;
(c)	preparing for practical examination or evaluation, per practical examination or evaluation	N\$ 550;
(d)	conducting of practical examination or evaluation, per hour	N\$ 280;

(e)	invigilating of written examination, per hour	N\$ 110;
(f)	marking of written examination answer sheet per paper	N\$ 110;
(g)	moderating of examination answer sheet referred to in paragraph (f), per paper	N\$ 110;
(h)	conducting of oral examinations, per hour	N\$ 280;
(i)	re-grading of examination answers sheet per paper	N\$ 550;
(j)	evaluating the curriculum of foreign based educational institutions	N\$ 3 000;
(k)	curriculum evaluation, first time	N\$ 2 500; and
(l)	curriculum evaluation, subsequent evaluation of the same curriculum	N\$ 1 000.

6. Allowances payable to members of Council for accommodation, meals, incidentals, air tickets and shuttle fees

The following allowances are payable by the Council to a member of the Council where such a member embarks on travel to attend to the business of the Council-

(a)	accommodation fees, per day for-	
	(i) president and deputy president	N\$ 1 500;
	(ii) other Council members	N\$ 1 250; and
	(iii) other members on Council assignments	N\$ 1 250;
(b)	meals, per day	N\$ 500;
(c)	incidentals	N\$ 200;

(d)	shuttle to and from airport: domestic	N\$ 300;
(e)	shuttle to and from airport: international	N\$ 300; and
(f)	travelling in excess of 25 kilometres	N\$ 3.50 per km

7. Allowances payable to international expert

The following allowances are payable by the Council to any international expert for attending a Council meeting or a professional conduct inquiry-

(a)	attendance fees, per day	N\$ 1 320;
(b)	preparation fees, per day	N\$ 550; and
(c)	meals, per day	N\$ 330.

8. Allowances payable to local expert

The following allowances are payable by the Council to any local expert for attending a Council meeting or a professional conduct inquiry-

(a)	attendance fees, per day	N\$ 1 100;
(b)	preparation fees, per day	N\$ 550; and
(c)	meals, per day	N\$ 330.

9. Allowances payable to inspector

The following allowances are payable by the Council to any inspector conducting-

(a)	an inspection of a training institution, per day	N\$ 1 500;
(b)	an inspection of a hospital, per day	N\$ 700;

(c)	an inspection of a practice or facility, per day	N\$ 700; and
(d)	a facility inspection report fee	N\$ 550.

10. Payment of allowances and fees

- (1) A person entitled to receive an allowance or a fee in terms of these regulations must submit to the Council a claim form relating to that allowance or fee, duly completed and signed by that person, and accompanied by the vouchers and other documents that the Council may determine.
- (2) A claim submitted to the Council in accordance with subregulation (1) must be in the form that the Council determines and furnishes to the person submitting the claim.