

REPUBLIC OF LIBERIA
MINISTRY OF TRANSPORT

ADMINISTRATIVE REGULATION
PG/NO.002/82997 JUNE, 2011

MONROVIA, LIBERIA, JUNE, 2011

ADMINISTRATIVE REGULATION

PG/NO. 002/2997 JUNE, 2011

Pursuant to Chapter 37, Section 373 of the 1987 Act of Legislature creating and establishing the Ministry of transport in the Executive Branch of Government, the following rules and regulations shall govern the establishment and operation of transportation and transport related activities within the Republic of Liberia, to include but not limited to; new and used automotive vehicle dealership; new and used motorcycles; bicycles; auto spare parts; automobile repair, assembly and maintenance garages/workshops, and all other activities dealing with land transport.

Section 1: DEALERSHIP REGISTRATION

1. Individuals or entities desirous to engage in vehicle dealership shall meet the following requirements:
 - (a) Submit a letter of application to the Minister or Transport requesting eligibility certificate to engage in the sale of new or used vehicles, as well as motorcycles and bicycles. Also attach copy of Articles of Incorporation and related documents establishing the business.
 - (b) Make the facilities of the proposed dealership available for inspection by the Minister of Transport. Upon satisfactory report, the Minister of Transport shall notify the Minister of Commerce & Industry that said dealer is eligible to register the proposed business.
 - (c) Following completion for registration formalities at the Ministry of Commerce & Industry, the proposed dealer shall file a copy of its registration certificate with the Minister of Transport.
 - (d) Notify the Minister of Transport Thirty (30) days prior to change of address and location, clearly Indicating Street, city, town, community, and county.

(e) Fully observe and comply with the Zoning Law of Liberia with regard to the location of their offices and repair/service shops.

SECTION 2: INSPECTION & SPECIFICATION

2.1 Individuals or entities engaged in vehicle dealership shall meet the following requirements:

(a) That consistent with Section 14263. (b) (1) (A) (B), of the Revenue Code of Liberia Act of 2000, no used vehicle imported into the commerce of Liberia shall be older than 10 years;

(b) That the minimum 5 years age requirement shall apply to the following categories of vehicles designed for the transport of people and goods, Sedans, Buses, pickup, four wheels drive vehicles (Jeeps) and Light trucks.

(c) That the following equipment shall be exempt from the 5-years age requirement: Earth moving machinery. Heavy duty trucks used in logging and transportation of heavy equipment, and industrial vehicle and tankers:

(d) That the Minister of Transport shall, from time to time conduct on-the-spot inspection of facilities of vehicle dealerships.

RIGHT HAND DRIVE

(e) That in order not to endanger public safety, and considering that the Vehicle and traffic Law of Liberia requires driving on the right half of roads and streets in Liberia, and cautions against opening vehicle door on the side available to moving traffic, car importers shall not import right-hand driven vehicles because they endanger passenger safety when they disembark onto the moving traffic.

SECTION 3: INSURANCE & VEHICLE REGISTRATION REQUIRED

3:1 All vehicle dealerships, including motorcycles/bikes, (new and used) shall ensure that vehicles and motorcycles sold are registered and license by the Ministry of Transport before the vehicle/bike sold is release to the buyer.

(a) In case of an individual importer for personal use, the importer shall be required to meet the requirement of Section 3.1 above before the vehicle is released by authorities of the port of entry concerned.

(b) In view of the ongoing review process of the Insurance Sector, and until otherwise regulated, motor vehicle owners are encouraged to obtain at least a third-party liability insurance policy to ensure payment of claims in case of accident.

3.2 As a prerequisite for registration or renewal of registration of motor vehicles road worthiness inspection certificate issued by authorized agency/entity shall be required as part of the annual vehicle registration process. This provision may not apply in the case of a new vehicle registering for the first time.

SECTION 4. VEHICLE REPAIR, MAINTENANCE GARAGE/WORKSHOP

4.1 Any entity or individual desirous to establish a vehicle repair and maintenance service garage or workshop in Liberia shall meet the following requirements:

(a) That a letter of application shall be addressed to the Minister of Transport requesting permission to engage in automobile related services, with copy of documentation establishing the business attached thereto:

(b) That the Minister of Transport shall inspect the facilities of the proposed garage and thereafter notify the Minister of Commerce & Industry to authorize the registration of the entity and the issuance of a business registration certificate.

(c) That upon completion of the process of business registration at the Ministry of commerce, the entity or individual shall file a copy of its registration certificate with the Minister of Transport.

(d) That vehicle service garage shall obtain a certificate of qualification and eligibility annually from the Minister of Transport to operate in Liberia:

(e) That vehicle repair and maintenance entity or individual who qualifies, shall pay to the government of Liberia qualification fees as shall be assessed by the Minister of Finance and submit official receipt to the Minister of transport.

(f) That all car and motorcycle dealers shall fully comply with the Zoning Law and City Ordinances in the construction of their garages/workshops.

SECTION 5: TRANSPORT SERVICES & UNIONS

5.1 Individuals or institutions/entities desirous to engage in transport services in the Republic of Liberia, such as transport union or association shall satisfy the following requirements;

(a) A letter of application addressed to the Minister of Transport requesting clearance to establish the said service or union.

(b) Applicants for establishing a transport union must be a Liberian Citizen-natural or naturalized.

(c) Shall have office for the business transaction. The full address of the said office shall be clearly indicated;

(d) That successful applicants shall obtain a certificate of eligibility from the Minister of Transport for the conduct of such business;

(e) That the letter of application addressed to the Minister of Transport shall be accompanied by Articles of incorporation filed with the Minister of foreign Affairs, Certificate of Authorization from the Minister of Labor and By-Laws and Constitution.

SECTION 6: COMMERCIAL PUBLIC TRANSPORT

Consistent with Chapter 3 of the transportation and Communications Law, and for the purpose of enhancing public safety, all taxi cabs, vans/buses and pickup trucks that are providing public transport services shall meet the following requirements;

- (a) All taxicabs shall be painted yellow in color, and fitted with proper identity lights to distinguish the taxicab from other motor vehicles.
- (b) All taxicabs and all vehicles providing commercial transport services as provided in Section 6 above shall have a service name conspicuously written on the vehicle and register said service name, free of charge with the Land and Rail department of the Ministry of Transport as part of the registration process;
- (c) All owners of taxicabs shall cause to be displayed at all times in a conspicuous place in all taxicabs the identification of their operators to include:
1. The operator's name;
 2. The operator's photograph; and
 3. The operator's license number

SECTION 7: PENALTY

7.1. Any car dealer, transport union and public transport service provider in violation of any of the provisions of this **Administrative Regulation** shall be subject to the appropriate penalties prescribed by law.

Signed this 18th day of June A.D. 2011 in the

City of Monrovia, county of Montserrado, Republic of Liberia



DEPUTY MINISTER, L&RT



MINISTER OF TRANSPORT

