

STATUTORY INSTRUMENTS SUPPLEMENT
to The Uganda Gazette No. 64 Volume CXIX, dated 26th June, 2026

Printed by UPPC, Entebbe, by Order of the Government.

S T A T U T O R Y I N S T R U M E N T S

2026 No. 53

**THE ROADS (MANAGEMENT OF PUBLIC ROADS)
REGULATIONS, 2026**

Arrangement of Regulations

Regulation

PART I—PRELIMINARY

1. Citation
2. Application
3. Purpose of Regulations
4. Interpretation

PART II—ROAD MANAGEMENT AND USAGE

5. Classification of public roads
6. Re-classification of public roads
7. Prevention of obstruction
8. Erection of structures and other works on, near, under or above a public road, road reserve or ferry landing facility
9. Information on public road network
10. Toll operations

PART III—EXECUTION OF ROAD WORKS

11. Conduct of feasibility studies and detailed engineering designs
12. Road engineering design reports
13. Road engineering design review and update
14. Execution of road works
15. Sourcing and selection of materials for road works
16. Testing of materials
17. Introduction and use of non-conventional materials
18. Registration of road engineering laboratories
19. Public road capacity management
20. Restriction on use of closed public road
21. Use of labour-based technology for construction and maintenance of public roads
22. Authorisation to construct private road leading to public road

PART IV—MANAGEMENT OF ROAD RESERVES

23. Road reserve width
24. Role of road authority in management of road reserve
25. Road reserve on public road to be kept clear
26. Application to use road reserve
27. Inspection of proposed site on road reserve
28. Priority of billboard or signage
29. Classification of road reserve for purposes of placing advertisement
30. Content on billboard, signage or other structure on road reserves
31. Placement of billboard
32. Design and construction of billboard or other signage

33. Safety of billboard, signage or other structure
34. Reference number of approved billboard, signage or other structure
35. Monitoring and inspection of approved activities in road reserve
36. Prohibited billboard or signage
37. Criteria for determining fees for extraction of construction materials
38. Right of road authority in relation to temporary usage of road reserve
39. Provision of road side stations

PART V—ACCESS TO PUBLIC ROAD

40. Control of points of access to public road
41. Requirements for road that accesses public road
42. Application for leave to construct road of access
43. Service of notice on owner of land affected
44. Hearing of application
45. Revocation of order
46. Width of road of access
47. Registration of order
48. Right of way
49. Repair of road of access
50. Entry in register book of order or revocation of order

PART VI—USE OF PUBLIC ROAD

51. Use of roadway
52. Traffic management during road construction or maintenance
53. Maintenance of public road

- 54. Maintenance of road marking
- 55. Patching of potholes
- 56. Maintenance of guardrails
- 57. Maintenance of traffic signs
- 58. Maintenance of bridges
- 59. Monitoring during maintenance of public roads

PART VII—NON-MOTORISED TRANSPORT (NMT)

- 60. Planning for Non-Motorised Transport Infrastructure
- 61. Asset register
- 62. Provision of pedestrian footways
- 63. Pedestrian crossing
- 64. Pedestrian refuges
- 65. Signalised pedestrian crossing
- 66. Children and school crossing
- 67. Animal crossing

PART VIII—PROTECTION OF PUBLIC ROADS

- 68. Damage from water on land or interference with normal water flow
- 69. Damage to road furniture
- 70. Costs for removal and storage of abandoned motor vehicle
- 71. Motor vehicle parked on carriage way, shoulder or road reserve

PART IX—PROTECTION OF ENVIRONMENT

- 72. Protection of environment
- 73. Prohibition of pollution
- 74. Environmental protection standards
- 75. Quarries and borrow pits for construction of public road

- 76. Planting and preservation of trees and shrubs
- 77. Power of authorised persons to inspect construction sites

PART X—EXCAVATION AND OPENINGS ALONG, ACROSS AND ADJACENT TO
PUBLIC ROAD

- 78. Permits and approvals
- 79. Construction debris or excavated material to be kept off public roads
- 80. Protection of public roads from excavation damage
- 81. Open manholes and excavated trenches
- 82. Safety requirements

PART XI—OFFENCES AND PENALTIES

- 83. Damaging public road
- 84. Road humps
- 85. Obstruction on public road
- 86. Interference on public road
- 87. Access without authorisation
- 88. Obstruction of officers or employees of road authority
- 89. Display of dazzling or distracting lights
- 90. Revocation of S.I. No. 44 of 2017

SCHEDULES

- Schedule 1* Currency Point
- Schedule 2* Application for Classification of New Public Road
- Schedule 3* Application for Re-Classification of Public Road
- Schedule 4* Application for Temporary use of Public Road, Road Reserve or Ferry Landing Facility
- Schedule 5* Fees for Temporary use of Public Road, Road Reserve or Ferry Landing Facility

<i>Schedule 6</i>	Performance Measures of Toll Roads
<i>Schedule 7</i>	Checklist for Completeness of Road Engineering Designs
<i>Schedule 8</i>	List of Manuals, Specifications and Guidelines and Fees
<i>Schedule 9</i>	Application for Registration of Road Engineering Laboratory
<i>Schedule 10</i>	Fees for Registration of Road Engineering Laboratories
<i>Schedule 11</i>	Certificate of Registration for Road Engineering Testing Laboratory
<i>Schedule 12</i>	Road Reserve Width
<i>Schedule 13</i>	Permit to use Road Reserve or Ferry Landing Facility
<i>Schedule 14</i>	Minimum Requirements for Road Side Station
<i>Schedule 15</i>	Application Fee for Hearing by Minister about Refusal to Avail Access Road
<i>Schedule 16</i>	Notice of Road Damage by Member of Public
<i>Schedule 17</i>	Costs for Removal and Storage of Abandoned Motor Vehicle
<i>Schedule 18</i>	Application for Excavation Permit

STATUTORY INSTRUMENTS

2026 No. 53

The Roads (Management of Public Roads) Regulations, 2026

(Under section 76 of the Roads Act, Cap. 346)

IN EXERCISE of the powers conferred upon the Minister responsible for roads by section 76 of the Roads Act, these Regulations are made this 11th day of June, 2026.

PART I- PRELIMINARY

1. Citation

These Regulations may be cited as the Roads (Management of Public Roads) Regulations, 2026.

2. Application

These Regulations apply to all public roads, road reserves and ferry landings.

3. Purpose of Regulations

The purpose of these Regulations is to provide for-

- (a) the administration and management of the different categories of public roads, road reserves and ferry landings;
- (b) the planning, design, construction, operation and maintenance of public roads, road reserves and ferry landings; and
- (c) offences and penalties for the misuse of public roads, road reserves and ferry landings.

4. Interpretation

In these Regulations, unless the context otherwise requires-

“access road” means a public or private road affording access to a public road to a highway;

“accreditation” means determining the technical competence of an engineering laboratory to perform specific types of conformity assessment;

“Act” means the Roads Act;

“adjoining land” means land over which an access road passes or is to pass;

“advertisement” means any visible representation of a word, logo, name, letter, figure, object, mark, symbol, abbreviation, light or any combination thereof with the object of transferring information which is visible from any street or public place, but does not include a road traffic sign;

“advertiser” means a person whose product or service is being advertised, or whose name or image is mentioned or promoted in an advertisement;

“ancillary facilities” means additional infrastructure and features that enhance safety, efficiency and driver experience;

“authorized person” means a person appointed by a road authority for purposes of implementing these regulations;

“billboard” means a structure or object erected or placed to display an advertisement;

“bridge” means a structure for carrying motor vehicles, railways, pedestrians or other traffic or services over a

river, watercourse or any other gap, with a single span length, or sum of span lengths, of 4.0 meters or more, measured between the abutment faces, or pier head faces respectively, along the centre line of the bridge deck;

“broken-down motor vehicle” means a motor vehicle which cannot be moved under its own power;

“carriageway” means a portion of a public road including the various traffic lanes and auxiliary lanes but excludes shoulders;

“centerline” means a horizontal axis along the middle of the road;

“contractor” means the person named as contractor in a letter of tender accepted by the employer and the legal successors in title of that person;

“currency point” has the value assigned to it in Schedule 1 to these Regulations;

“design review” means an evaluation of a road design to ensure that it meets the requirements and is feasible to implement;

“driver” means any person who drives or guides, or is in actual physical control of a vehicle on a public road, and includes an operator of such vehicle;

“engineering laboratory” means a room or building equipped for the carrying out of tests and experiments on construction materials, structural, soil, rocks, fluid mechanics, water and environmental tests;

“ferry landing facility” includes the landing jetty, parking lot, compound and building used for ferry operations;

“force account” means the use of a beneficiary’s own labor force or equipment to carry out works on a capital project which may consist of design, construction, refurbishment, inspection and construction management activities;

“gender equity” means fairness and justice in the distribution of benefits and responsibilities between women and men;

“incident” means any event which—

- (a) poses a risk of immediate or potential threat to the health, safety or the environment in relation to the structural integrity or safety of any part of the road; or
- (b) prevents the road or any part of it, from being open to the public for the safe, continuous and efficient passage of vehicles;

“laboratory” means a road engineering laboratory registered under regulation 18;

“material” means anything other than the plant, whether on the site or otherwise allocated to the contract and intended to form or forming part of the permanent works, including the supply materials (if any) to be supplied by the Contractor under the Contract;

“Minister” means the Minister responsible for roads;

“motor vehicle” means any self-propelled vehicle intended or adapted for use on the road;

“Non-Motorised Transport (NMT)” means active and human powered transportation including walking, cycling and other variants such as small-wheeled transport including

cycle rickshaws, skates, skateboards, push scooters, hand carts and wheelchair travel;

“owner” means any person registered as such in the log book or similar registration of a vehicle and includes, for any vehicle under hire purchase agreement, or any person who is registered as owner under a lien or security document;

“owner of land” means a person who owns land in accordance with the Land Act;

“pavement” means the upper layer of the road normally comprising the subbase and gravel wearing course for gravel roads, the subbase, base and bituminous surfacing for flexible pavements or subbase and concrete surfacing for rigid pavements and the shoulder layers;

“pedestrian” means a person travelling on foot, whether walking or running and includes a pedestrian with a disability using mobility devices such as crutches, calipers, wheelchairs or sensory devices such as white canes, low vision devices or hearing aids;

“periodic maintenance” means maintenance required only at intervals of several years;

“private partner” means a non-government business entity procured to provide break down services and related services under these Regulations;

“procurement authority” means an authority responsible for procurement in Uganda;

“public road” means a road specified in schedule 4 of the Act and any road classified or reclassified by the Minister under section 12 of the Act as a public road and includes

every carriageway over which the public has a right of way, express highway, footways on either side of the road, drains, ditches, embankments, ferries, bridges appertaining to the road, road shoulders and all land lying within the road reserve;

“reconstruction” means works that involve a complete overhaul or replacement of an existing road, typically due to severe deterioration, damage, or needing to accommodate significant road design or capacity changes;

“registered engineer” means an engineer registered under the Engineers Registration Act;

“rehabilitation” means activities aimed at restoring roads;

“road” means any highway and any other road to which the public has access and includes a bridge over which a road passes, a ferry or ship;

“road authority” means—

- (a) in the case of a road maintained by a central government, the Ministry responsible for road;
- (b) in the case a road maintained by district local government or urban local government, the relevant local government;
- (c) in case of a road maintained by Kampala Capital City Authority, the Kampala Capital City Authority; and
- (d) a road authority appointed by the Minister under section 3 of the Act;

“road construction” means an activity undertaken to create or improve a road, road pavement structure or road furniture;

“road furniture” means a fixture or structure on the road or within the road reserve intended to provide information or safety to a road user and includes a traffic light, sign post, traffic sign, guard rail, fence, marker post, reflector or centre-line pad;

“road reserve” means an area declared to be a road reserve under Section 14 of the Act;

“road side station” means a facility along an expressway, class A public road or landing site and includes toilets, bathrooms, parking yards, restaurants, mini groceries, supermarkets, garages and resting centres;

“road way” means the area consisting of the carriageway and shoulders;

“routine maintenance” means the ongoing upkeep necessary for all roads, regardless of their design or traffic levels, ensuring they remain functional and safe at all times;

“site” means the places where the permanent road works are to be executed and to which plant and materials are to be delivered and any other including borrow pits, dumping areas, sources of materials, roads leading to or from all these areas as well as any other specified in a road works contract;

“taking-over certificate” means a certificate issued by a road authority or its agents when road works are completed according to a contract including passing tests on completion, approval of as-built drawings and any other condition stated in a contract;

“traffic sign” means any object or device, whether fixed or portable, for conveying to traffic warnings, information, requirements, restrictions or prohibitions of any description and includes any line or mark on a public road for conveying the warnings, information, requirements, restrictions or prohibitions;

“upgrading” means construction works that enhance the existing road to meet higher standards or capacity requirements, like widening the road, adding new lanes or enhancing design features to accommodate increased traffic volume or heavier loads;

“utility” includes infrastructure for communications, electric supply, gas supply, oil pipelines, sewers or water supply;

“variations” means change to the works, instructed as a modification by a road authority or its agents.

PART II—ROAD MANAGEMENT AND USAGE

5. Classification of public roads

(1) Subject to section 12 of the Act, a road authority may apply to the Minister to classify a public road within its jurisdiction in accordance with Schedule 4 of the Act in the form set out in Schedule 2 to these Regulations.

(2) The Minister shall publish all classified or reclassified public roads in the Gazette every five years and annually on the Ministry website.

(3) A road authority shall maintain an updated database of its road network which shall be in harmony with the published register on the Ministry’s website.

(4) A road that is not classified as a public road shall not be included in the annual road development and maintenance plans and shall not be designed, constructed and maintained using public funds.

(5) An application for classification of a public road shall be considered within six months from the date of submission of the application.

6. Re-classification of public roads

(1) Subject to section 12 of the Act, a road authority may apply to the Minister to reclassify a public road within its jurisdiction in accordance with Schedule 4 to the Act in the form set out in Schedule 3 to these Regulations.

(2) A road authority taking over a re-classified road shall improve the road to conform to the minimum standards of the new class of road.

(3) The road maintenance budget for the re-classified road shall be allocated to the new road authority.

(4) A public road may be re-classified where—

- (a) the public road is to be improved under a development programme;
- (b) the public road links Government institutions;
- (c) the public road links tourism sites, cultural sites or historical sites;
- (d) The public road traverses through different jurisdictions or road authorities becomes too costly to maintain;
- (e) the Engineer in Chief recommends the reclassification; or
- (f) under any other justifiable circumstance.

(5) An application for re-classification of a public road shall be considered within six months from the date of submission of the application.

7. Prevention of obstruction

(1) A road authority shall—

- (a) regulate the activities undertaken along a public road, road reserve or ferry landing facility under its jurisdiction; and
- (b) where an obstruction or an unauthorised structure or item is on a public road, road reserve or ferry landing facility, the road authority shall issue a notice requiring the person responsible for the obstruction to remove the obstruction or unauthorised structure or item immediately, but in any case, not later than seventy-two hours from the date of the notification.

(2) A person who intends to undertake an activity on a public road, road reserve or ferry landing facility shall obtain a permit from the relevant road authority.

(3) The activities regulated under subregulation (1) (a) are—

- (a) installation of a temporary structure;
- (b) installation of a billboard or other signage;
- (c) installation of infrastructure for utilities;
- (d) railway level crossings;
- (e) collection of revenue along a public road, except for road tolls prescribed under any law;
- (f) installation of flashing lights directed to a public road; and
- (g) any other road obstructions as deemed by a road authority.

(4) Where a person notified under subregulation 1(b) does not remove the obstruction within the period specified in the notice, a road authority shall remove the obstruction at the cost of the person responsible for the obstruction.

8. Erection of structures and other works on, near, under or above a public road, road reserve or ferry landing facility

(1) A person shall not, except with the written approval of a road authority—

- (a) erect, construct or lay anything on, near, under or above a public road, road reserve or ferry landing facility; or
- (b) make any structural alteration or addition to a structure situated on, near, under or above the surface of a public road, road reserve or ferry landing facility.

(2) A person who intends to erect, construct, lay a pipe or cable, establish a structure, make a structural alteration or addition to a structure or carry out other works on a public road, road reserve or ferry landing facility shall—

- (a) apply to a road authority for approval in writing in the form set out in Schedule 4 to these Regulations; and
- (b) pay the fee prescribed in Schedule 5 to these Regulations.

(3) A road authority may, after conducting due diligence grant approval for an activity under subregulation (1) and may, in granting the approval, prescribe—

- (a) the specifications to which the structure, alteration or addition for which a permit is sought, shall comply;
- (b) the manner and conditions under which the structure, alteration or addition may be erected, constructed, laid, established or made; and
- (c) the obligations to be fulfilled by the applicant.

(4) An application under subregulation (2)(a) shall describe in detail the purpose and full extent of the works to be carried out on, near, under or above a public road, road reserve or ferry landing facility.

(5) A road authority may by notice in writing direct a person who, without the approval required in subregulation (1) or contrary to any condition given under this regulation, erects, constructs, lays or establishes a structure or makes a structural alteration or addition to a structure, to remove the structure, alteration or addition within a period specified in the notice.

(6) Where a person fails to comply with a notice issued under subregulation (5), a road authority may remove the structure, alteration or addition at the cost of the person responsible.

(7) A road authority may, subject to any other applicable law, remove any structure erected on a public road, road reserve or ferry landing facility prior to the road being declared a public road.

(8) A person who, upon grant of an approval under subregulation (2), causes damage to a public road shall pay the costs of reinstating the road, road reserve or ferry landing facility to its original state or repairing the damage as determined by a road authority.

(9) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day on which the offence continues.

9. Information on public road network

Notwithstanding regulation 5(3), a road authority shall keep a register of the public road network under its jurisdiction including the name, class, length, surface type, condition of each public road and details of

any development and maintenance interventions taken on the public road with dates.

10. Toll operations

(1) A road authority shall monitor and evaluate the performance of a toll road in terms of facility availability, safety, technical efficiency and financial indicators.

(2) The indicators for monitoring and evaluation of operational performance of the toll roads shall include the following—

- (a) Operational Performance Measures as specified in Schedule 6; and
- (b) Management Performance Measures as specified in Schedule 6.

(3) The engineering quality parameters of the toll road to be monitored shall include the parameters specified in Schedule 6 and any other parameters as deemed by the road authority for performance monitoring.

(4) The collection of toll revenues shall be monitored and evaluated in accordance with the—

- (a) traffic volume per vehicle class in accordance with Schedule 5 of the Act;
- (b) revenue collected per vehicle class in accordance with Schedule 5 of the Act;
- (c) revenue collected by time of day either peak or off-peak;
- (d) revenue generated from ancillary services such as service centres; and
- (e) revenue from enforcement levies such as axle load fines.

(5) A road authority shall monitor and evaluate the operating expenses incurred by a concessionaire or toll operator which include the—

- (a) toll revenue collection expenses;
- (b) road maintenance expenses;
- (c) toll road management expenses; and
- (d) emergency services expenses.

(6) A road authority shall submit annual performance reports on toll roads and concessionaires to the Minister.

PART III—EXECUTION OF ROAD WORKS

11. Conduct of feasibility studies and detailed engineering designs

(1) A road authority shall undertake feasibility studies for the road projects in the category of upgrading, new construction, reconstruction, rehabilitation and stage-construction.

(2) The feasibility study shall—

- (a) define objectives of the project;
- (b) determine alternative ways or options of achieving the objectives;
- (c) assess traffic demand;
- (d) design and cost different options;
- (e) determine the benefits and costs for each alternative;
- (f) undertake economic and technical analysis with comparison of alternatives;

(g) consider environment, social issues and road safety issues;
and

(h) any other justifiable considerations.

(3) The road projects shall be selected based on economic, social, political or security considerations.

(4) All road projects for road upgrade, new construction, reconstruction, rehabilitation and stage-construction shall only be undertaken after obtaining approved feasibility studies and engineering designs by a road authority.

12. Road engineering design reports

(1) A road authority shall—

(a) ensure that different classes of roads are designed in accordance with appropriate standards, manuals, specifications and guidelines issued by the Minister and at fees prescribed in Schedule 8 to these Regulations;

(b) during the stage of design and construction of a road, provide for accommodation of public utilities on public roads by using appropriate means such as conduits, ducts or tunnels;

(c) be responsible for preparation of engineering design reports for in-house designs, receipt and review of design reports from its agents;

(d) arrange mechanisms for peer review of the reports; and

(e) develop and maintain cost estimation systems with schedule of rates for various items of road works, supplies and services, to be updated every two years.

(2) A road authority and the agents of the road authority shall undertake sufficient investigations and studies that are necessary for the safe, efficient, effective, economic and environmentally sustainable design of public roads, consisting of the following—

- (a) traffic surveys, road inventory, accident studies, pavement condition;
- (b) alignment and route location;
- (c) drainage and hydrological studies;
- (d) detailed soils, geotechnical and construction materials investigations;
- (e) environment and social impact studies;
- (f) detailed swamp investigations;
- (g) road safety audit reports;
- (h) utility identification reports;
- (i) detailed embarkment design reports; and
- (j) any other studies necessary for design of roads.

(3) A road authority shall include the following in the engineering design reports—

- (a) geometric design;
- (b) earthworks design;
- (c) traffic survey reports;
- (d) pavement design and material reports;
- (e) drainage and structures;

- (f) traffic control and management;
- (g) road safety audit reports;
- (h) ancillary works;
- (i) electromechanical installations reports including street lighting, traffic signalization, standby generators;
- (j) drawings;
- (k) bills of quantities or engineer's estimate;
- (l) special specifications;
- (m) environmental and social impact assessment; or
- (n) any other design information.

(4) The engineering design drawings, reports and documents shall be signed and stamped by a registered engineer and any other professionals engaged in their respective areas of specialty in the design assignment.

(5) The engineering designs shall as much as possible involve application of the principles of value engineering with reuse, recycle, recovery and reduction of construction materials, among others.

(6) The engineering drawings shall have a title block clearly showing the technical levels of approval at the design stage including the details of the Engineer, Technologist, Technician, Craftsman and Artisan who—

- (a) drew;
- (b) designed;
- (c) checked; and
- (d) approved.

(7) The person who prepares the engineering design report shall not approve the design.

(8) An accounting officer of a road authority shall appoint a relevant registered engineer to approve an engineering design report.

(9) The engineering design report referred to in subregulation (8) shall not be approved unless it meets the requirements prescribed in Schedule 7 to these Regulations.

(10) The registered Engineer referred to under sub-regulation (8) shall be appointed from—

- (a) a road authority by the Accounting Officer or
- (b) the Ministry responsible for roads by the Permanent Secretary.

(11) The engineering design report shall be accompanied by land acquisition plans and the drawings shall be drawn to suitable scales but not smaller than any of the following scales where applicable—

- (a) location map to suitable scales of 1:250,000 or 1: 50,000;
- (b) land acquisition plans to scales of 1:2000 to 1:8000;
- (c) plan and longitudinal profiles or alignment drawings with scales of horizontal-1:2500 and vertical-1:250;
- (d) typical cross sections to scales of 1:100;
- (e) detailed cross sections to scales of 1:100;
- (f) drawings for cross-drainage structures to scales of 1:50;
- (g) road junction drawings to scales of 1:500 or 1:600; and
- (h) drawings for retaining walls, bridges and other structures.

(12) The engineer's estimate shall consist of detailed build-up of quantities and unit rates, for execution of works.

(13) The units of measurement shall be in accordance with the General Specifications for Road and bridge works prescribed in Schedule 8 to these Regulations.

(14) During implementation of road projects, the Minister may designate a team to inspect or monitor any road project for compliance with the standards, manuals and specifications prescribed in Schedule 8 to these Regulations.

13. Road engineering design review and update

(1) A road authority shall implement an engineering design within three years after approval by the road authority.

(2) Where the engineering design referred to in subregulation (1) is not implemented within the three years, the road authority shall review and update the engineering design prior to implementation.

(3) An accounting officer of a road authority shall appoint a relevant registered engineer to approve the engineering design report referred in subregulation (1).

(4) The engineering design report referred to in subregulation (2) shall not be approved unless it meets the requirements prescribed in Schedule 7 to these Regulations.

14. Execution of road works

(1) A road authority or an agent of a road authority who intends to construct, maintain or otherwise alter a public road shall do so after putting in place measures for the smooth flow of traffic and safety of all road users.

(2) A road authority or its agent shall not commence any road works without—

- (a) a traffic management plan approved by the road authority;
and
- (b) a notice issued to the public.

(3) A road authority or its agent shall prepare a quality management plan for road works.

(4) The quality management plan under subregulation (3) shall include—

- (a) objectives;
- (b) roles and responsibilities of the different project team members;
- (c) quality control procedures;
- (d) inspections and testing procedures;
- (e) procedures for handling non-conformance; and
- (f) documentation and reporting.

(5) A road authority shall conduct public meetings and publish a notice in a newspaper of nationwide coverage showing the location and extent of the proposed road reserve.

(6) The Minister shall in consultation with the Engineer-In-Chief constitute a team to monitor any road execution works by a road authority at any time.

(7) Where a road authority decides to construct a new road infrastructure or rehabilitate the existing road infrastructure, the road authority shall consult the owners of the public utility to determine whether the proposed road works may—

- (a) affect the safety of the public utility and the workers engaged in installing or maintaining the utilities;
- (b) impact negatively on the safety of the users of the road reserve;
- (c) increase the risk of damage to the existing infrastructure; and
- (d) affect any planned maintenance works, significant infrastructure installations or upgrades.

(8) The owner of the public utility referred to under subregulation (7) shall relocate the utility for purposes of constructing or rehabilitating a road infrastructure.

15. Sourcing and selection of materials for road works

- (1) A road authority shall—
 - (a) ensure appropriate, economic and sustainable use of materials for the construction and maintenance of public roads;
 - (b) collect information on construction material sources including source locations, geological environment, geotechnical character, engineering properties, volumes of materials, economic factors, haulage distances and environmental factors; and
 - (c) establish and maintain updated databases for construction materials.

(2) The criteria for selection of materials for drainage works, earthworks, pavement layers of gravel and crushed stone, bituminous layers and seals, ancillary road works and structures shall be in accordance with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(3) A road authority that intends to deviate from the technical standards, specifications, manuals and guidelines in subregulation (2) shall notify and seek approval of the Minister.

(4) The materials extractive operations of quarrying, borrow pitting, cut to fill along a road alignment, mining and dredging shall be undertaken in compliance with the environmental and social safeguards, relevant laws and regulations and shall ensure balance between extraction and restoration as closely as possible.

16. Testing of materials

(1) A road authority shall ensure all materials used for road works are sampled and tested in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) The test results and test reports shall be evaluated for the purpose of approval or rejection of roadworks.

(3) A road authority shall conduct functional and structural tests on existing road pavements for purposes of condition assessment and planning for interventions.

(4) A road authority shall establish or utilize a laboratory testing facility that is independent from that of a contractor during roadworks.

(5) Laboratory and in-situ testing equipment shall be as specified in the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations and shall be suitably calibrated by nationally accredited calibration laboratories.

17. Introduction and use of non-conventional materials

(1) A road authority that intends to use non-conventional road construction materials and any other road construction materials not covered under the technical standards, manuals, specifications and

guidelines in Schedule 8 to these Regulations shall seek approval of the Minister.

(2) The promoter of the non-conventional materials shall submit a proposal including the requisite technical documentation, certification, technical and cost comparison, manufacturer's authorisation to the Minister for evaluation and approval.

(3) The non-conventional material shall be subjected to road engineering tests at the Ministry's laboratory or any other registered laboratory.

(4) After the evaluation of laboratory tests results undertaken under subregulation (3), the promoter may be invited to select and construct a trial road section at his or her own cost.

(5) The performance of the constructed trial road section shall be monitored by the Ministry, the road authority and the promoter at his or her cost.

(6) On successful performance of the trial road section, technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations shall be developed or updated and issued by the Minister in consultation with Uganda National Bureau of Standards and the promoter may be reimbursed the direct costs of construction incurred.

18. Registration of road engineering laboratories

(1) Subject to Section 5(2) of the Act, the Minister shall, in consultation with the Uganda National Bureau of Standards, register public and private laboratories offering testing services for road construction.

(2) A person who owns a laboratory and intends to provide testing services for purposes of road design, construction, operation and maintenance shall apply to the Minister for registration of the

laboratory in the form set out in Schedule 9 to these Regulations pay the fees prescribed in Schedule 10 to these Regulations.

(3) The Minister, shall on the advice of the Engineer in Chief, designate an evaluation committee consisting of not less than three and not more than five members for a term of two years, renewable once to evaluate applications in subregulation (2).

(4) Members of the evaluation committee shall be civil engineers, geotechnical engineers or material scientists in the employment of the Ministry with relevant experience in materials testing and laboratory management.

(5) The evaluation of the applications shall be conducted upon payment of inspection fees prescribed in Schedule 10 to these Regulations.

(6) The Minister shall notify the applicants who satisfy the requirements of this registration of the decision within thirty working days from the time of application and issue a successful applicant with a certificate of registration prescribed in Schedule 11 to these Regulations.

(7) The certificate referred to in Subregulation (6) shall specify the duration of registration, tests for which the laboratory is registered, payment of certification fees prescribed in Schedule 10 to these Regulations.

(8) Where an applicant is denied a certificate of registration, the Minister shall in writing notify the applicant within seven working days from the date of the decision with reasons for the refusal.

(9) For purposes of road engineering, only results from registered laboratories shall be valid.

(10) The Minister shall publish the registered laboratory in the Gazette and the Ministry website within twenty working days from the date of registration.

(11) An authorised person shall inspect a registered laboratory at least once every year and submit a report of his or her findings to the Minister.

(12) A person who operates an unregistered laboratory commits an offence and is liable, on conviction, to a fine not exceeding two hundred sixty currency points or to imprisonment for a term not exceeding two years, or both.

(13) Notwithstanding subregulation (12), court may order the closure of the laboratory.

19. Public road capacity management

(1) A road authority shall—

- (a) manage the traffic and road way capacity of a public road in a manner that reduces recurrent and non-recurrent traffic congestion; and
- (b) prepare a roadway capacity management five-year plan taking into consideration the existing and future demands and submit the plan to the Minister for approval.

(2) Notwithstanding subregulation (1), a road authority may make use of Intelligent Transportation Systems (ITS) and other technologies for the management of a public road.

(3) The strategies for management of traffic and roadway capacity shall be undertaken with considerations including -

- (a) the location and traffic volumes in the area;

- (b) the development patterns in the area, connectivity to other modes of transport and physical planning of the area; and
- (c) co-ordination with other Government and Private Institutions.

(4) Where traffic demand exceeds the road capacity, a road authority shall enhance the roadway capacity of the public road with the following order of interventions—

- (a) maximise the traffic flow of the existing roads through operational improvements including application of Intelligent Transportation Systems Technology, signalisation of junctions, restriction of access such as use of one-way roads, removal of bottlenecks such as cross junctions, control of road side parking, removal of some turning movements at intersections, restriction of specific vehicle categories from accessing a particular network, regular road maintenance, among other options; or
- (b) addition of new capacity by road widening, removal of geometric bottlenecks, additional lanes, use alternative modes of transport and building new roads.

(5) A road authority shall promote and employ strategies that reduce automobile use and offer mobility alternatives to motor vehicles that may include—

- (a) congestion fees, road parking pricing;
- (b) improved use of public transportation and other modes of transport;
- (c) employer based programs such as use of buses to transport employees;

- (d) shared use of vehicles; and
- (e) staggered working times for different entities.

20. Restriction on use of closed public road

(1) A person shall not—

- (a) ride, drive or walk on any part of a public road under construction before the road is open to traffic; and
- (b) remove any light or guard set up for the purpose of closing any road or any part of the road to traffic or otherwise damage in any manner any footway, street or highway, either in the course of repair or construction or thereafter or damage any work or material or structure used in connection therewith.

(2) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding twenty-four currency points or to imprisonment for a term not exceeding two years, or both.

21. Use of labour-based technology for construction and maintenance of public roads

(1) The use of labour based technology shall, where appropriate, involve road construction and maintenance in areas and situations where—

- (a) heavy construction equipment or highly mechanised equipment cannot be readily deployed;
- (b) economic empowerment of the local communities is key; and
- (c) skills transfer is a priority, among other reasons.

(2) Where a road authority opts to use the labor-based technology of road construction or maintenance, the road authority shall give priority to the community and social groups residing along the road.

(3) Without prejudice to the provisions of this regulation, activities to which labor-based technology shall be applied include—

- (a) reshaping of road formation;
- (b) cutting and re-shaping of open drains;
- (c) compaction of road materials by using light - hand equipment;
- (d) installation of culverts;
- (e) grass cutting;
- (f) filling potholes by applying engineered road materials;
- (g) routine manual works;
- (h) patchworks for paved roads; and
- (i) cleaning of drainage structures.

(4) A person who constructs, rehabilitates and maintains a public road using the labor-based technology shall use the relevant technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

22. Authorisation to construct private road leading to public road

(1) A person who intends to construct a private road leading to a public road shall apply for permission from the relevant road authority.

(2) An application to construct a private road leading to a public road shall be in writing and shall prescribe in detail the purpose and full extent of the use for which the permission is sought.

(3) Where the construction of a private road is approved, the road authority shall authorise the road works, setting out the conditions that the applicant shall comply with.

(4) Where the applicant is not granted permission, the road authority shall give the reasons for refusal in writing.

(5) A person who construct a private road leading to a public road contrary to this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

PART IV—MANAGEMENT OF ROAD RESERVES

23. Road reserve width

A road authority shall—

- (a) acquire a road reserve of maximum width as prescribed in Schedule 12 to these Regulations for different classes of roads and in accordance with section 14 of the Act;
- (b) secure and demarcate the road reserve; and
- (c) develop and maintain an information system to keep all land titles for the road reserves on its road network.

24. Role of road authority in management of road reserve

(1) A road authority shall—

- (a) regulate the use of a road reserve on a public road under the road authority's jurisdiction; and

- (b) educate the public on the different limits or boundaries of a road reserve, proper use of a road reserve and the procedure for application for the use of a road reserve on a public road.
- (2) For purposes of subregulation (1), a road authority shall—
- (a) manage and control the use of road reserves;
 - (b) establish and maintain a data bank of advertising sites and other infrastructure on road reserves;
 - (c) authorise the construction and maintenance of facilities within the road reserves and monitor compliance with approved specifications issued by the Minister;
 - (d) approve a private entity that intends to green and landscape in the road reserve;
 - (e) permit sourcing of construction materials or any other valuable item from the road reserve;
 - (f) monitor all permitted activities to ensure compliance with these Regulations and technical standards, manuals, specifications and guidelines in Schedule 8 of these Regulations;
 - (g) enforce standards for permitted activities; and
 - (h) perform any other duties related to permitted activities on road reserves.

25. Road reserve on public road to be kept clear

(1) A road reserve on a public road shall be exclusively used for road development, expansion, tree planting, greening, landscaping or any other road related activity.

(2) Notwithstanding subregulation (1), a road authority may, in writing, permit any person or authority to use the road reserve on a public road temporarily for any approved activity, including infrastructure for utilities and advertisements.

(3) A permit to use a road reserve under subregulation (2) shall only be granted where the use does not hinder any further use and development of the road reserve by a road authority.

(4) Where a road authority requires to use a road reserve on a public road, the road authority shall notify any person permitted under these Regulations to use the road reserve, to remove the structure, billboard, signage or infrastructure for utilities or any other development or stop any activity within a period specified in the notice not exceeding ninety days and restore the area to a standard acceptable to a road authority at the permitted person's cost.

(5) A person permitted to use a road reserve under these Regulations whose activity causes or is likely to cause damage to the road, road furniture or the surrounding environment shall—

(a) where damage is done to a road or road furniture—

(i) restore the damaged road or road furniture; or

(ii) meet the cost of restoration of the road or road furniture to its original state and condition, in accordance with the road technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations; and

(b) where damage is done to the surrounding environment of the road reserve on a public road, restore the environment or meet the cost of restoration to its previous state and condition in accordance with the National Environment Act and regulations made under the Act.

(6) For the purposes of this regulation “approved activity” includes—

- (a) outdoor advertising signs erected on or over a public road;
- (b) infrastructure for utilities;
- (c) greening and landscaping by a private entity;
- (d) sourcing of construction materials or any other item of value;
- (e) driveways, temporary material storage, or access for construction and maintenance works;
- (f) roadside markets, temporary parking areas;
- (g) directional or informational signage by private or public entities for traffic control or information dissemination; and
- (h) other temporary structures, including road side stations.

(7) A road authority may order the removal of any structure, installation or object within the road reserve that is unauthorised or considered to pose a risk to motorists, pedestrians, or other road users.

26. Application to use road reserve

(1) A person who intends to use a road reserve, shall apply to the relevant road authority for a permit.

(2) The application referred to in subregulation (1) shall be in the Form set out in Schedule 4 to these Regulations.

(3) The road authority shall review the application and communicate the decision to the applicant within thirty days from the date of submission of the application.

(4) Where the application is approved, the road authority shall issue a permit upon payment of a fee prescribed in Schedule 5 to these Regulations.

(5) A permit for use of a road reserve shall be in the Form set out in Schedule 13 to these Regulations.

(6) A permit issued under this regulation shall be valid for a period specified in the permit.

(7) An application for renewal shall be made to the road authority at least sixty days before the expiry of the permit and shall be accompanied with—

- (a) the current permit;
- (b) the requirements in subregulation (2), where there is any change in particulars;
- (c) the fees prescribed in Schedule 5 to these Regulations; and
- (d) any other information, the road authority may require.

(8) Where an application under subregulation (1) is not approved, a road authority shall communicate to the applicant giving reasons for rejection.

(9) A road authority may suspend or cancel a permit where a person authorised contravenes these Regulations or the conditions set out in the permit.

(10) An applicant for the temporary use of a road reserve shall be responsible for any damage, compensation or any other costs and liabilities arising from any claim based on or caused by the activities of their employees or the structure approved.

27. Inspection of proposed site on road reserve

A road authority shall, before approving an application for a permit for temporary use of a road reserve, inspect the proposed site.

28. Priority of billboard or signage

A road authority shall, in approving an application for the placement of a billboard or signage, give priority to a sign or billboard aimed at directing or locating social services and facilities including schools, police stations, health facilities, courts of law, administrative centers and among others.

29. Classification of road reserve for purposes of placing advertisement

A person who places an advertisement on a road reserve shall follow the classification based on traffic volumes in accordance with Schedule 5 to these Regulations.

30. Content on billboard, signage and other structures on road reserves

A holder of a permit issued under subregulation 26(4) shall ensure that the message on a billboard, signage or other structure on the road reserve complies with the relevant laws of Uganda.

31. Placement of billboard

(1) A road authority shall determine the number of billboards that may be erected at road intersections on a road reserve in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) Notwithstanding subregulation (1), a billboard along a public road with a speed limit of up to 50kph, shall be at least 200 metres away from each other, on the same side of the public road.

(3) A billboard along a public road with a speed limit of above 50kph, shall be at least 500 metres away from each other, on the same side of the public road.

32. Design and construction of billboard, signage and other structure

A person authorised to erect a billboard, signage or other structures on a road reserve shall ensure that the billboard or signage—

- (a) bears the name, branding and address of the owner;
- (b) is designed in conformity with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations;
- (c) is rigidly and securely attached, supported or anchored in a safe manner so that unwanted movement in any direction is prevented;
- (d) is constructed to allow adequate clearance from ground level to permit free movement of vehicles and pedestrians;
- (e) is designed, in case of structural elements and foundations, and constructed under the supervision of a registered engineer; and
- (f) is maintained in a good state of repair and safe condition.

33. Safety of billboard, signage and other structure

(1) A billboard, signage or other structure near signalised intersections shall not constitute a road safety hazard.

- (2) An advertiser shall ensure that—
 - (a) the illumination of the billboard, signage or other structure does not constitute a road safety hazard;
 - (b) the disruption of traffic flow is minimised during erection or maintenance of billboard, signage or other structure in a road reserve;

- (c) the billboard, signage or other structure does not obstruct the view of motorists or pedestrians;
- (d) a billboard of size nine square meters and above is insured against injury or death to persons or damage to property; and
- (e) a billboard, signage or other structure that compromises the safety of road users is removed from the road reserve within two hours after notification by the road authority.

34. Reference number of approved billboard, signage and other structure

(1) A road authority shall allocate a reference number for each approved billboard, signage or other structure.

(2) The number referred to in subregulation (1) shall be unique and clearly reflected on each billboard, signage or other structure.

(3) A road authority shall put the reference number in a data bank of all persons approved to use a road reserve.

35. Monitoring and inspection of approved activities in road reserve

(1) A road authority or a person authorised by a road authority, may, at any time inspect any approved activity in a road reserve to ensure compliance with the conditions of the permit under these Regulations.

(2) A person who uses a road reserve without a permit commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

(3) The court may require a person convicted of an offence under subregulation (2) to remove any materials placed in a road reserve and restore the site to its original state.

(4) Notwithstanding subregulation (3), where an unauthorised structure, installation or material poses a safety risk, obstructs the right of way or interferes with road works, a road authority may remove and deliver it to a police station at the cost of the owner as prescribed in Schedule 5 to these Regulations.

36. Prohibited billboard or signage

The following are prohibited under these Regulations—

- (a) any billboard or signage which interferes with vehicular or pedestrian traffic or jeopardises public safety; or
- (b) any billboard or signage that obscures or is likely to obscure any other billboard or signage already erected on a road reserve with the approval of a road authority.

37. Criteria for determining fees for extraction of construction materials

Subject to any other applicable law, a road authority shall, in determining the fees for extraction of construction materials or any other valuable item from a road reserve, take into consideration the following—

- (a) the market value of the road reserve;
- (b) size of the land affected;
- (c) the expected or approved quantity;
- (d) damage to a public road if applicable; and
- (e) any other issue that a road authority may deem critical for this purpose.

38. Right of road authority in relation to temporary usage of road reserve

(1) A road authority reserves the right, in relation to temporary usage to remove any installation on a road reserve upon giving notice not exceeding ninety days, or such other period as a road authority may determine to the permit holder.

(2) The removal of installations referred to in subregulation (1) shall be undertaken at the expense of the permit holder.

39. Provision of road side stations

(1) The Ministry shall establish roadside stations for road users on expressways and class A national roads at every fifty-kilometer interval or travel time of one hour, whichever comes first.

(2) Any roadside station shall have the minimum requirements prescribed in Schedule 14 to these Regulations.

(3) For each facility established under subregulation (1), a road authority shall work out the modality and the manner in which the facility shall be managed and operated.

(4) The Ministry may collaborate with the relevant local government or with a private agency in the establishment of a roadside station.

PART V—ACCESS TO PUBLIC ROAD

40. Control of points of access to public road

(1) A road authority shall control the point of access to a public road from roadside developments, properties and surrounding public and private roads in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) A person shall not construct, maintain or alter an access road to or from a public road without a written approval of a road authority.

(3) A person who owns an access road adjoining to a public road shall ensure that the access road has appropriate drainage and signage.

(4) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both, and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day or part of day on which the offence continues.

41. Requirements for road that accesses public road

(1) Subject to regulation 46, the requirements for a road that accesses a public road shall be in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) Where a portion of road or any land has been designated as a point of access, a person shall not construct any private road, entrance-way or gate without a written approval from the road authority.

(3) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

42. Application for leave to construct road of access

(1) Where the owner of any land is unable through negotiations to obtain leave from adjoining landowners to construct a road of access to the public road, he or she may apply to the Minister for leave to construct a road of access over any land lying between his or her land and the public road.

(2) An application for leave to construct a road of access shall be in writing and shall be accompanied with—

- (a) a sketch or plan showing approximately the course and direction of the proposed road of access and the present means of access, if any, to the public road;
- (b) a recommendation of the area Local Council 1 Chairperson; and
- (c) a copy of the applicant's land title or any other proof of ownership.

(3) Where the applicant is unable to make the sketch or plan referred to in subregulation (2) without entering upon the land over which he or she desires to construct the road of access, he or she may, in writing, apply to the Minister for leave to enter upon that land for the purpose of making the sketch or plan; and the Minister may, after hearing objections, if any, make an order entitling the applicant to enter upon the land.

43. Service of notice on owner of land affected

(1) Upon receiving an application for leave to construct a road of access under regulation 42, the Minister shall cause a notice to be served upon the owner of any land over which the proposed road of access is to be constructed calling upon him or her to show cause, within one month, why leave to construct the proposed road of access should not be granted.

(2) The service of the notice under this regulation shall, whenever it is practicable, be made on the person named in the notice by delivering or tendering a copy signed by the Minister.

(3) Where personal service cannot be made, the service may be made—

- (a) by leaving a copy of the notice for him or her with some adult member of his or her family;

- (b) if no such adult member can be found, by leaving a copy of the notice with his or her servant residing with him or her; or
- (c) where no such adult member or servant can be found by affixing a copy of the notice to some conspicuous part of the house or homestead in which he or she ordinarily resides and also to such other conspicuous place as the Minister may direct.

(4) Where service cannot be effected in the manner provided under subregulation (3), the Minister may order service to be made by publishing the notice in a local newspaper circulating in the area in which the land is situated.

(5) A notice served in accordance with subregulation (3) or (4) shall, for the purposes of these Regulations, be deemed to have been duly served.

44. Hearing of application

(1) After the expiry of one month from the date when service of notice on the owner of land was effected, the Minister shall fix a day for the hearing of the application referred to in regulation 43.

(2) After hearing any evidence presented in respect of the application, the Minister may, in consultation with the relevant road authority, make an order with such modifications to the course of direction of the road of access as shown on the sketch or plan referred to in regulation 42 (2)(a) as he or she deems necessary and grant the applicant leave to enter upon the adjoining land and construct a road of access subject—

- (a) to conditions set by the Minister; and
- (b) to the payment of compensation in respect of the use of the land, the destruction of crops or trees and such other

property as the Minister may determine and in accordance with applicable laws.

(3) The applicant shall pay the fees prescribed in Schedule 15 to these Regulations.

45. Revocation of order

(1) The Minister may at any time, revoke an order made under regulation 44 (2), on application by the owner of adjoining land.

(2) The Minister shall, before revoking an order under subregulation (1), give the other party an opportunity to show cause why the order should not be revoked.

(3) The Minister may revoke the order where he or she is satisfied that the terms and conditions under which the order was made have not been complied with.

46. Width of road of access

The minimum width of a road of access constructed under these Regulations shall be four meters.

47. Registration of order

(1) An order made under regulation 44 shall, notwithstanding any inconsistency with the Registration of Titles Act, be registrable in the Register Book kept under the Registration of Titles Act on the application made by the person affected by the order within three months of the date of the order, or where an appeal is pending, within one month after the determination of that appeal.

(2) An application for the registration of the order shall be made to the Registrar of Titles and shall be accompanied with—

- (a) a certified copy of the order;
- (b) a sketch or plan showing the course and direction of the proposed road of access as approved by the Minister; and

- (c) the certificate of title as the registrar of titles may require for endorsement of the order on the certificate.

(3) Where the Registrar of Titles is satisfied that the application is in order, he or she shall, on payment of the fee prescribed under the Registration of Titles Act, register the order in the Register Book.

48. Right of way

When a road of access has been constructed—

- (a) the applicant or his or her servants;
- (b) any other person lawfully going to or from the applicant's land; or
- (c) his or her successors in title,
shall have leave, at all times, to use the road of access.

49. Repair of road of access

(1) Subject to this regulation, an applicant shall, at all times, maintain the road of access in a good state of repair and for that purpose, the applicant, his or her servants or agents shall have leave to enter, at all times, upon the road of access.

- (2) The right of entry conferred by subregulation (1) shall—
 - (a) be subject to conditions the Minister may impose under regulation 44 (2) (a); and
 - (b) be used in a manner that as little damage or inconvenience as possible is caused to the owner of the adjoining land.

(3) Where the owner of the adjoining land uses the road of access, he or she shall pay a proportionate share towards the maintenance of that portion of the road used by him or her—

- (a) as may be agreed between the applicant and the landowner;
or
- (b) in the case of disagreement, as may be determined by the Minister on application being made to him or her for that purpose by either party.

50. Entry in register book of order or revocation of order

A certified copy of any order made by—

- (a) the High Court; or
- (b) the Minister under regulation 44 (a),
shall be served on the Registrar of Titles within thirty days of the date of the order; and the Registrar of Titles may, on payment of the prescribed fee, make such entry of the order in the Register Book as he or she considers fit.

PART VI—USE OF PUBLIC ROAD

51. Use of roadway

(1) A person shall not drive or park a vehicle on a pedestrian walkway, cycle lane or central median of a public road.

(2) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

(3) Notwithstanding subregulation (2), court may order the convicted person to repair the pedestrian walkway, cycle lane or central median in accordance with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

52. Traffic management during road construction or maintenance

(1) A person carrying out road works shall ensure proper traffic management and safety during construction and maintenance works on a public road and shall comply with the safety standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) A person who intends to carry out road works shall prepare and submit a traffic management plan to a road authority for approval prior to commencement of road works.

(3) For the avoidance of doubt, no roadworks shall be commenced without a traffic management plan.

(4) The plan referred to in subregulations (2) and (3) shall provide for—

- (a) use of clear, well placed and visible signage during the construction;
- (b) use of electronic or radio messages for expected delays;
- (c) use of lane closures and detours to facilitate traffic flow;
- (d) speed limit reductions in construction zones;
- (e) installation of safety barriers, cones, and other physical devices to separate construction areas from traffic lanes; and
- (f) continuous monitoring of the traffic conditions and adjusting where necessary.

(5) A road authority shall ensure that the traffic management plan in subregulation (2) is robust and considers all possible traffic conditions during both day and night and allows prior notices to be issued to the general public at least fourteen days before start of major road works.

(6) A person carrying out works on a public road shall place on the road being constructed or maintained, a traffic sign of appropriate size, colour or type indicating such prohibitions, restrictions or requirements relating to vehicular traffic as may be necessary or expedient during the road construction or maintenance and in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(7) A traffic sign placed in accordance with subregulation (4) shall be removed as soon as the works on account of which the sign was placed are complete.

(8) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

53. Maintenance of public road

(1) A road authority shall use maintenance management systems to facilitate maintenance planning, objective assessments of maintenance needs, optimal utilisation and allocation of resources and reporting for maintenance of public roads.

(2) The systems in subregulation (1) and minimum standards for maintenance shall be in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(3) The main elements and components of the road maintenance management systems shall include the undertaking of the following—

- (a) preparation and update of the road inventory;
- (b) road condition surveys;
- (c) traffic counts and axle load surveys;

- (d) assessment of maintenance needs;
 - (e) determination of resource requirements;
 - (f) prioritization of interventions; and
 - (g) scheduling and execution of works.
- (4) A road authority shall—
- (a) keep the road maintenance management systems updated, calibrated to local conditions and operational with utilisation of the appropriate software and other technologies;
 - (b) prepare an annual work plan detailing the maintenance activities that will be expected on the road, the timing of the road maintenance activities and cost;
 - (c) develop the annual work plan from the road maintenance management system described in subregulation (1);
 - (d) carry out routine maintenance operations throughout the year on the road pavement, roadside areas, drainage structures, road furniture, traffic control devices and other road elements in a prioritised and systematic manner, in accordance with allocated funds; and
 - (e) appoint a maintenance engineer who shall be a registered civil or road engineer responsible for a given road network with the following functions—
 - (i) to prepare the annual plans of maintenance work for his or her area;
 - (ii) to assess the resources needed and prepare an appropriate budget estimate;

- (iii) to ensure that funds are allocated fairly to the various parts of the road network;
- (iv) to prioritise road maintenance works within the available funds;
- (v) to prepare engineering designs of road maintenance interventions;
- (vi) to authorise and schedule road works;
- (vii) to supervise his or her staff to ensure works are undertaken methodically and efficiently;
- (viii) to monitor the quality and effectiveness of maintenance activities; and
- (ix) to prepare incidental, periodic and annual reports.

(5) Road maintenance works undertaken by a road authority in accordance with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations shall be classified in terms of their frequency of execution as—

- (a) routine maintenance;
- (b) periodic maintenance;
- (c) emergency maintenance; and
- (d) any other type of maintenance as a road authority may determine.

(6) A road authority shall carry out routine road maintenance works including—

- (a) patching of potholes on paved roads;
- (b) grading, dragging of unpaved roads;
- (c) routine maintenance of shoulders and all drainage structures; and
- (d) routine maintenance of slopes, road furniture and other road elements.

(7) A road authority shall undertake periodic maintenance works at specified intervals depending on the traffic using the road and the works shall comprise of—

- (a) resealing of paved roads;
- (b) overlay of paved roads;
- (c) regravelling of unpaved roads; and
- (d) sectional reconstruction of paved roads.

(8) Unless approved by the Minister, road maintenance works by a road authority shall be ranked in the following order of importance—

- (a) emergency maintenance;
- (b) routine manual maintenance;
- (c) routine mechanised maintenance; and
- (d) periodic maintenance.

(9) A person who intends to undertake road maintenance works shall use any of the following methods—

- (a) force account;
- (b) contracting;
- (c) voluntary community groups authorised by a road authority;
- (d) labour-based technologies; or
- (e) equipment intensive methods.

(10) While choosing between equipment-based and labour-based methods of maintenance, the engineer shall consider the quality of works achieved by each method as well as the costs, the way in which the work is organised and the need to create employment opportunities.

(11) Where maintenance works are being undertaken by force account or contracting, the maintenance engineer or the contractor shall ensure that adequate measures are taken to warn and protect road users and maintenance workers in accordance with a traffic management plan approved by a road authority.

(12) Temporary standard signs shall be used during road maintenance works and shall be installed in accordance with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

54. Maintenance of road marking

(1) A road authority shall ensure that all paved roads as well as the paved roads traffic calming facilities are clearly marked at all times and are visible and reflective during the day and night.

(2) Notwithstanding subregulation (1), all faded and non-reflective road markings shall be renewed by a road authority upon inspection or on notice by a member of the public using the form set out in Schedule 16 to these Regulations.

55. Patching of potholes

(1) Any person may notify a road authority of a pothole that develops on the road using the Form set out in Schedule 16 to these Regulations.

(2) A road authority shall ensure that—

- (a) a pothole that develops on the road is repaired upon inspection or notification by a member of the public in subregulation (1); and
- (b) any pothole trimmed for repair is filled or repaired.

(3) For avoidance of doubt, pothole patching shall be treated by a road authority as part of routine mechanised maintenance.

56. Maintenance of guardrails

(1) A road authority shall erect and maintain guardrails and other traffic safety barriers at the edges of a public road and or within the median of a public road in accordance with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) Any person may notify a road authority of any damaged or missing guardrails on the road using the form set out in Schedule 16 to these Regulations.

(3) A road authority shall—

- (a) ensure that guardrails on its road network are well maintained, have curved or flared ends, well anchored and have reflectors according to the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations; and
- (b) replace damaged and missing guardrails upon inspection or on being notified by a member of the public.

(4) The road edge guardrails and barriers shall be longitudinal systems to shield vehicles from hazards on the edge of the road and shall be provided at locations including—

- (a) embankments with steep slopes and high fills of greater than three meter height;
- (b) near road side obstacles;
- (c) on bridges;
- (d) dangerous ditches;
- (e) steep grades; and
- (f) at specific locations to separate motorized and non-motorised traffic.

57. Maintenance of traffic signs

A road authority shall—

- (a) ensure that all traffic signs on the road authority's road network are well maintained, clearly visible, well anchored and reflective according to the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations; and
- (b) replace damaged and missing traffic signs upon inspection or on notice by a member of the public using the form set out in Schedule 16 to these Regulations.

58. Maintenance of bridges

(1) A road authority shall—

- (a) keep a Bridge Management System (BMS) updated and operational with utilisation of the appropriate software;

- (b) use a BMS to generate the priority list of major maintenance interventions;
- (c) keep a bridge inventory for its road network;
- (d) prepare an annual bridge condition survey report with appropriate interventions, maintenance work plan and maintenance costs;
- (e) structurally monitor all major bridges using a dedicated and specialised workforce headed by a registered Engineer that shall be supplemented by automated systems in this performance monitoring; and
- (f) ensure that reports in sub regulation (1)(d) are well kept for future reference.

(2) Bridge maintenance works to be undertaken by a road authority shall be classified into—

- (a) routine maintenance involves activities like removal of debris and grass, cleaning drainage spouts, deck sweeping, expansion joint cleaning, bridge drainage pipe cleaning, repair of broken gabions, repair of damaged guard rails, among others;
- (b) periodic maintenance shall cover activities like, painting of steel sections and guardrails, replacement of expansion joints, repair of bearings, replacement of bolts, river training, gabion protection works, among others;
- (c) emergency maintenance arising when one or more elements of the bridge have been suddenly and critically damaged and is no longer safe for users; and
- (d) any other type of maintenance as a road authority may determine such as preventive maintenance.

(3) Bridge maintenance works shall be undertaken in accordance with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(4) Emergency maintenance works shall be carried out with load restrictions to ensure safety of the users.

59. Monitoring during maintenance of public roads

The Minister shall in consultation with the Engineer-In-Chief constitute a team to monitor any maintenance works by a road authority at any time.

PART VII—NON-MOTORISED TRANSPORT (NMT)

60. Planning for Non-Motorised Transport Infrastructure

- (1) A road authority shall—
 - (a) provide appropriate NMT facilities on public roads in the classes NMT only or exclusive, total separation, partial separation, mixed traffic, sidewalk only, and woonerf in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations;
 - (b) identify priority areas for retro-fitting NMT infrastructure, including covered drains, constructed footways and designated shoulders;
 - (c) construct support infrastructure to promote NMT in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations;
 - (d) prepare NMT master plans as part of their traffic and transport planning; and

- (e) ensure that all NMT facilities comply with requirements for universal access especially for persons with disabilities and vulnerable persons.

(2) A road authority shall be guided in the selection of the appropriate NMT facilities by considerations that include—

- (a) stakeholder needs;
- (b) land-use in the area;
- (c) population density;
- (d) volume of NMT users both existing and estimated future counts;
- (e) volume of vehicles in terms of existing and estimated future counts;
- (f) traffic crash statistics which include type of crashes, severity and vehicles involved, among others;
- (g) proximity to public transport;
- (h) proximity to large employers or community facilities, which may attract NMT traffic;
- (i) urban or rural locations;
- (j) characteristics of the road way which include design and operating speeds, cross-section, number of lanes and available road reserve widths; and
- (k) the terrain.

61. Asset register

(1) A road authority shall at all times maintain an NMT assets register.

(2) The NMT asset register shall include the asset name and description, separation, type, function, date of installation, physical location, asset components and dimensions, records of condition assessments, maintenance records and other supplementary information.

62. Provision of pedestrian footways

(1) A road authority shall construct and maintain pedestrian footways on public roads for the safety or usage by pedestrians in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) A road authority shall ensure—

- (a) footways are safe and unobstructed;
- (b) all new and rehabilitated footways incorporate universal design principles, with kerb ramps and free from unnecessary steps, inconsistencies and obstructions; and
- (c) all cross drains on footways are covered, and utility covers are not raised.

63. Pedestrian crossing

(1) A road authority shall designate pedestrian crossings along public roads within its jurisdiction.

(2) A pedestrian shall have right of way at a designated pedestrian crossing on a public road.

(3) A road authority shall—

- (a) create and maintain pedestrian crossings in a form approved by the road authority and in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations;

- (b) clearly mark pedestrian crossings with standard zebra stripes and stop lines;
- (c) raise platforms to emphasise the pedestrian priority on the crossing and to reduce traffic speeds to stipulated speed limits;
- (d) maintain zebra stripes and ensure that the markings remain clearly visible;
- (e) ensure that pedestrian crossings can be accessible and used by persons with disabilities and other vulnerable persons;
- (f) ensure that appropriate speed calming infrastructure and safety measures are installed at the crossings on public roads; and
- (g) fix barricades and fences at high risk sections, in high traffic areas where pedestrian crossings are provided to prevent undesirable, unsecure and unsafe pedestrian movement along the public road.

64. Pedestrian refuges

A road authority may—

- (a) create and mark pedestrian refuge in the form of an island in the middle of the road to allow the pedestrians to cross the road in two stages; and
- (b) visibly mark and put a relevant traffic sign where a pedestrian refuge is created.

65. Signalised pedestrian crossing

A road authority may—

- (a) create and maintain pedestrian crossing controlled by traffic lights, where necessary including busy sections of the road and junctions; and

- (b) cater for special needs including the elderly, persons with disabilities or any other special interests that may be identified, where a signalised pedestrian crossing is created.

66. Children and school crossing

A road authority shall—

- (a) mark and install appropriate signage in an area where schools or where there is a likely reasonable population of school children in accordance technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations; and
- (b) provide for a footway of an appropriate distance on either side of the school entrance in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

67. Animal crossing

A road authority shall erect clear, well placed and visible signage along public roads, where animals are likely to cross, indicating the animal crossing in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

PART VIII—PROTECTION OF PUBLIC ROADS

68. Damage from water on land or interference with normal water flow

(1) A road authority or its agents shall safely drain or channel water from a public road to flow onto private land adjacent to a public road.

(2) A road authority or its agents shall enter into an agreement with adjacent land owners to safely drain or channel water from a public road onto the adjacent private land.

(3) An owner or occupant of land adjacent to a public road shall not—

- (a) drain or channel wastewater onto a public road;
- (b) interfere with the normal or natural flow of water upon his or her land; and
- (c) turn or allow the water in subregulation (3)(b) to flow upon a public road.

(4) Where an owner or occupant of land adjacent to a public road intends to drain or channel wastewater, other than storm water into a public road, the owner or occupant shall apply to a road authority in writing for permission to drain or channel water onto the public road.

(5) Where an application for permission under subregulation (4) is made, a road authority may grant permission if the applicant agrees to pay the expenses of any enlargement or alteration of the road drains which is considered necessary by the road authority.

(6) Where permission is denied or any dispute as to the necessity for the enlargement or alteration of drains arises, the road authority shall refer the matter to the Minister for a decision.

(7) Where the road authority denies permission in subregulation (6), the road authority shall give reasons in writing for the denial.

(8) A person who contravenes subregulation (3) and (4) commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day or part of a day on which the offence continues.

69. Damage to road furniture

(1) A road authority shall erect, protect and maintain road furniture along the public road network in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

(2) A person shall not remove or damage road reserve marker posts, traffic signs, guardrails, kilometer marker posts or any other road furniture on a public road.

(3) A person who contravenes subregulation (2) commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

70. Costs for removal and storage of abandoned motor vehicle

The cost for removal and storage of an abandoned motor vehicle shall be as prescribed in the Schedule 17 to these Regulations.

71. Motor vehicle parked on carriage way, shoulder or road reserve

An authorised person shall remove or cause to be removed an abandoned motor vehicle parked on a carriage way, shoulder or road reserve to a yard at the nearest police station in a manner, condition or circumstances that, in the view of an authorised person poses a danger or cause an obstruction to movement by persons using a public road.

PART IX—PROTECTION OF ENVIRONMENT

72. Protection of environment

A road authority or its agents shall in carrying on its functions comply with the technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations.

73. Prohibition of pollution

(1) A road authority or contractor shall put in place measures to prevent the pollution from occurring during construction and maintenance operations in accordance with the National Environment Act and by use of best available techniques and best environmental management practices.

(2) Where pollution has occurred contrary to these Regulations and the National Environment Act, a road authority or contractor shall—

- (a) take the necessary action to stop further pollution and minimise the impacts of the pollution on human health and the environment;
- (b) give notice of the pollution to the National Environment Management Authority and any other relevant lead agency in accordance with the National Environment Act;
- (c) take steps to mitigate any damage or nuisance resulting from the pollution or from measures to counteract it;
- (d) take steps to clean up and restore the environment as near as possible to its original state; and
- (e) pay compensation for the damage caused in accordance with the National Environment Act and any other relevant law.

74. Environmental protection standards

(1) A contractor shall submit to a road authority a contractor's Environmental and Social Management Plan for approval by the road authority.

(2) A road authority shall monitor the implementation of the plan under subregulation (1) during the execution of the road works

with regular measurements of environmental aspects such as air quality, water quality, noise and soil quality.

(3) A contractor who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding two hundred sixty currency points.

75. Quarries and borrow pits for construction of public road

(1) A road authority or contractor who undertakes any works at a quarry or a borrow pit shall take precautions to prevent damage to the surrounding environment, crops, animals and harm to human beings.

(2) Notwithstanding subregulation (1), a road authority or contractor who undertakes any works at a quarry or borrow pit shall implement measures to restrict access to a quarry or borrow pit, including fencing.

76. Planting and preservation of trees and shrubs

(1) A road authority shall incorporate tree planting and green technologies into planning, construction and maintenance of public roads.

(2) A road authority or contractor shall—

- (a) plant trees and shrubs along public roads in accordance with technical standards, manuals, specifications and guidelines in Schedule 8 to these Regulations; and
- (b) preserve and protect trees and shrubs within the road reserve or area which does not require removing of trees and shrubs for roadworks.

77. Power of authorised persons to inspect construction sites

(1) An authorised person may, at a reasonable time in the day or in the night and on the production of the appropriate identification-

- (a) enter, inspect and examine a road construction site in a manner that does not unnecessarily impede or obstruct the working of the site;
- (b) examine and inquire into the state and condition of a construction site and of matters and things that pertain to the site in so far as they relate to the safety or health of persons employed in the site; and
- (c) enforce compliance with the Act and these Regulations and other relevant laws.

(2) For the purpose of an examination, inspection or investigation, an authorised person may invite a representative of a road authority or contractor together with any other official or employee that the authorised person considers necessary to accompany the authorised person, and that official or manager shall comply with the request.

(3) An authorised person may take samples of materials and other substances from a construction site—

- (a) for the purpose of analysis or testing;
- (b) for use in evidence in connection with an offence against the Act; and
- (c) for the purposes of inspection-
 - (i) take extracts from or make copies of a document;
 - (ii) take photographs of a site; and
 - (iii) hold discussions with workers.

(4) An authorised person shall give a receipt for any object or document removed or taken in the course of the performance of his or her functions under this regulation.

(5) An authorised person may, by written notice to a road authority or contractor, recommend to the Minister—

- (a) the cessation of operations in and the withdrawal of any or all persons from the site or part of the site where an authorised person considers necessary in the interest of human health or the environment; or
- (b) the discontinuance of the use of a machinery or equipment that the authorised person considers unsafe, until the action necessary for safety as specified in the notice is taken and completed.

(6) Where an authorised person is of the opinion that a circumstance, practice or omission in a construction site or part of the site is so defective or dangerous as to be likely to cause bodily injury or cause damage to any property and there is no provision in the Act concerning that situation, the authorised person shall—

- (a) recommend rectification of the situation immediately by a road authority or contractor or within the time specified by the authorised person; and
- (b) confirm a recommendation by notice in writing, specifying the matters considered defective or dangerous and which a road authority or contractor is required to remedy immediately or within the time specified in the recommendation.

(7) A road authority or contractor who does not comply with an order made under subregulation (6) commits an offence and is liable, upon conviction, to a fine not exceeding two hundred fifty currency points.

(8) A road authority or contractor may appeal to the Minister against a recommendation made by an authorised person under this regulation.

(9) A copy of a recommendation made under this regulation shall be kept as part of the record required to be maintained under these Regulations.

(10) An authorised person may, in exercising the powers specified under these Regulations, be assisted by a person who the authorised person believes has special or expert knowledge of the matter being inspected, tested or examined.

PART X—EXCAVATION AND OPENINGS ALONG, ACROSS AND ADJACENT
TO PUBLIC ROADS

78. Permits and approvals

(1) A person who intends to excavate any part of a public road shall apply to the road authority in the form set out in Schedule 18 to these Regulations.

(2) A road authority shall require the applicant prior to commencement of excavation to pay a sum of money to cover any potential damage or liability resulting from the excavation work.

(3) The procedure for approval of the application in subregulation (1) shall be as provided in regulation 26.

(4) A person who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding two hundred fifty currency points or to imprisonment for a term not exceeding two years, or both.

(5) In addition to the penalty in subregulation (4), court may order a person to pay the costs for restoring the public road.

79. Construction debris or excavated materials to be kept off public road

(1) A person engaged or having charge or control of excavation or conveying materials from excavation shall not deposit or permit to be deposited in any manner either by spilling, dropping or tracking from the wheels of the vehicles or any earth, mud, clay, sand, gravel or any other excavated materials upon the surface of the public road.

(2) Any spillage of excavated material, debris, sand, gravel or any other hard material on the public road shall be removed by the person engaged or having charge or control of excavation or conveying materials by cleaning or washing the affected road surface within twenty-four hours of its occurrence.

(3) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred fifty currency points or to imprisonment for a term not exceeding two years, or both.

80. Protection of public roads from excavation debris

(1) A person carrying excavated materials including stones or other hard materials shall cover the excavated material in a manner that prevents any mud, earth, clay or other debris from falling on to the surface of the road way or the sidewalk.

(2) A person who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding twenty-four currency points or to imprisonment for a term not exceeding two years, or both.

81. Open manholes and excavated trenches

A road authority shall—

- (a) securely guard and display an appropriate danger signal by every open manhole or excavated trench for as long as it remains open;

- (b) ensure that all covers to manholes which are broken or missing are replaced upon inspection or notice by the public; and
- (c) ensure that the excavated trenches are covered.

82. Safety requirements

(1) A person who intends to conduct excavation work on a public road or footway shall—

- (a) conduct the excavation in accordance with all applicable safety regulations, including those relating to traffic control, personal protective equipment and excavation techniques;
- (b) ensure that the excavation is performed by trained and qualified personnel who have the necessary skills and experience to perform the work safely; and
- (c) barricade the excavation.

(2) The barricade materials used shall be of a quality that is effective in deterring people from accessing the excavated trench or hazard and shall be visible during both day and night time.

(3) The relevant road authority—

- (a) may issue a stop work order to any individual or organization found to be in violation of this regulation; and
- (b) shall conduct regular inspections of the excavation work to ensure that the excavation work is conducted in accordance with these Regulations.

(4) A person who contravenes this regulation commits an offence and is liable, on conviction, to a fine not exceeding two hundred eighty-eight currency points or to imprisonment for a term not exceeding three years, or both.

PART XI—OFFENCES AND PENALTIES

83. Damaging public road

(1) A person who—

- (a) destroys, pulls up, defaces, breaks or damages any marker posts, stone, culvert, road furniture, pavement or bridge;
- (b) places or throws any stones, broken bottles, bricks, sand, lime, dung, rubbish or any other material or scours a public road or drainage channel on a public road;
- (c) spills oil on a public road;
- (d) mixes or disposes concrete, burns tyres or plastics, drags steel bars or poles, stocks pile materials, deposits materials, drives chained engineering plant or vehicles on the surface of a public road;
- (e) drains or channels wastewater other than storm water onto a public road without permission; or
- (f) places on a public road any substance that can damage the public road,

commits an offence and is liable, on conviction, to a fine not exceeding one hundred twenty currency points or to imprisonment for a term not exceeding five years, or both and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day or part of a day on which the offence continues.

(2) The court may, in addition to the penalty prescribed in subregulation (1), order the person to pay to the road authority an amount equivalent to the amount of the damage caused, including the cost of repair or replacement in case of road furniture, the cost of road surfacing, road pavement, bridge railings, concrete or stone pitching in drains.

84. Road humps

(1) A person shall not construct a road hump on a public road.

(2) A person who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both and in addition, court may order the convicted person to remove the road hump and restore the road to its original condition.

85. Obstruction on public road

(1) A person who—

- (a) tethers or causes to be tethered any animal on or near a public road causing obstruction or inconvenience to road users;
- (b) turns or permits to be turned loose any animal upon a public road;
- (c) slaughters an animal on a public road;
- (d) leaves, places, deposits or allows any timber, stones, broken bottles, solid waste, garbage, bricks, sand, lime, dung, rubbish, debris, gaseous, liquid or other material to fall on or over any road which obstructs the road or endangers road users;

- (e) places an obstruction in a drain, gutter, sluice or watercourse on a public road;
- (f) encroaches on a public road by making or causing to be made, without authorisation, any building, platform, hedge, ditch or fence or other obstruction;
- (g) prevents by a dam or obstruction, water flowing from the public road onto the adjoining land whether or not he or she is the owner or occupant of such land;
- (h) without authorisation causes water to flow over the public road;
- (i) places or mixes construction materials on a public road without permission by a road authority;
- (j) dries food stuffs and seeds on a public road;
- (k) unlawfully prevents any person or any vehicle from passing along a public road;
- (l) unlawfully closes a public road; or
- (m) conducts an unlawful procession on a public road, commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day or part of a day on which the offence continues.

(2) The court may, in addition to the penalty prescribed in subregulation (1), order the person to pay to the road authority the cost of removing any obstruction or damage and of repairing any damage.

(3) Where an obstruction or dam is on land adjacent to a public road, a road authority or any person authorised by a road authority, may enter upon the land and remove the damage or obstruction or demolish the dam or obstruction.

86. Interference on public road

- (1) A person who—
 - (a) constructs or erects a building, billboard or unauthorised road sign which interferes with the proper function of any cutting, ditch or culvert constructed on a public road;
 - (b) plants or causes to be planted, a tree or plant which interferes with the proper function of any cutting, ditch or culvert constructed on any public road, road reserve or ferry landing facility;
 - (c) connects with a public road, a service road or entrance or means of access to any premises or place which interferes with the proper function of any cutting, ditch or culvert constructed on a public road;
 - (d) encroaches on a public road by making or erecting any building, fence, billboard or signage, temporary kiosk, ditch or other obstacles;
 - (e) carries out a business activity on a public road without a permit from a road authority;
 - (f) leaves, places or negligently allows to fall on or over a public road, any timber, stones or other material endangering the road users or deposits rubbish, debris or other material on a public road;
 - (g) willfully or negligently damages any part of a public road;

(h) fills or obstructs any ditch or drain made to carry water off a public road, whether on the public road or elsewhere, or by making dams, ditches, drains or other works, causes flooding of a public road; or

(i) causes or allows any timber, sledge, plough or other heavy material or thing, not being wholly raised above the ground on wheels, to be moved along or across a public road,

commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day or part of a day on which the offence continues.

(2) A road authority shall give written notice to a person who has committed an offence under subregulation (1) requiring him or her to—

(a) pull down or remove the building or installation;

(b) cut down or uproot the tree or plant;

(c) clean the public road; or

(d) alter or repair the public road.

(3) The court may, in addition to the penalty prescribed in subregulation (1), order the person to pay to the road authority the cost of removing the building, tree, plants or obstruction and restore the public road.

87. Access without authorisation

(1) A person, who constructs, maintains or alters a means of access to or from a public road without written authorisation from the relevant road authority, commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding one year, or both.

(2) In the case of a continuing contravention, the person in subregulation (1) is liable to an additional fine not exceeding five currency points in respect of each day or part of a day on which the offence continues.

88. Obstruction of officers or employees of road authority

Any person who—

- (a) intentionally obstructs an authorised person of a road authority acting in accordance with these regulations;
- (b) intentionally fails to comply with any order made by such an officer; or
- (c) without reasonable cause fails to give such an officer any other assistance or information which the officer reasonably requires for the purpose of these regulations, commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both.

89. Display of dazzling or distracting lights

(1) A person shall not erect, display or place a light on or near a public road in a way that is likely to affect visibility on the public road.

(2) A person who contravenes subregulation (1) commits an offence and is liable, on conviction, to a fine not exceeding two hundred currency points or to imprisonment for a term not exceeding two years, or both and in the case of a continuing contravention, is liable to an additional fine not exceeding five currency points in respect of each day or part of a day on which the offence continues.

90. Revocation of S.I. No. 44 of 2017

The Uganda National Roads Authority (General) Regulations, 2017 are revoked.

SCHEDULES

Schedule 1

Regulation 4

Currency Point

A currency point is equivalent to twenty thousand shillings.

Application for Classification of New Public Road

1	Name of road authority:	
2	Name of road:	
3	Length of road:	
4	Location Coordinates of the Road:	
5	Current Condition of the Road:	
6	Class to which the road is recommended for classification:	
7	Geometrical Features of road:	
8	Description of road (see Schedule 4, Roads Act):	
9	Importance towards economic activities and provision of public services:	

10	Average daily traffic volume of road:	
11	Major structures located along the road (if any):	
12	Justification for classification:	
13	Approval by recommending authority (please attach Minutes of meeting/resolution):	
14	Add any other relevant information:	
Signed:		Signed:
<i>Political head of the Road Authority</i>		<i>Accounting Officer of the Road Authority</i>
Name:		Name:
Date:		Date:

Application for Re-Classification of Public Road

1	Name of road authority:	
2	Name of road:	
3	Length of road:	
4	Location Coordinates of the Road:	
5	Current Condition of the Road:	
6	Current class of road:	
7	Class to which the road is recommended for re-classification:	
8	Geometrical features of road:	
9	Description of the road (see Schedule 4, Roads Act):	

10	Importance towards economic activities and provision of public services:
11	Average daily traffic volume of the road:
12	Maintenance history of the road (last five years):
13	Major structures located along the road (if any):
14	Justification of re-classification:
15	Approval by recommending authority (please attach Minutes of meeting/resolution):
16	Conditional assessment of the roads network under the entity (attach report):

17	Add any other relevant information:	
Signed:		Signed:
<i>Political head of the Road Authority</i>		<i>Accounting Officer of the Road Authority</i>
Name:		Name:
Date:		Date:

Schedule 4

Regulation 8(2)(a), 26(2)

Application for Temporary Use of Public Road, Road Reserve or Ferry Landing Facility

The Accounting Officer

Road Authority Name: _____

Application Number.....

PART A: PARTICULARS OF APPLICANT					
Registered name					
Trade name					
TIN					
Postal address					
Physical address					
Email address					
Office Tel. No.					
Has any of your applications or permits ever been disallowed or cancelled?	Yes/ No		In which Year		
Name the activity to be undertaken on a public road, road reserve or ferry landing facility					
PARTICULARS OF CONTACT PERSON					
First name		Middle name	NIN	Surname	

Telephone number		Mobile phone number	
Fax		Email address	
Postal Address	Box No.		
	Physical Address		

PART B: PARTICULARS OF INFRASTRUCTURE/ACTIVITY

Nature/name of the billboard/signage/ tool/ infrastructure/ activity	Physical location	
Location of the installation site/ activity	GIS Coordinates	
	Landmarks main location features	
	Closest urban council/village	
	Road/highway	

PARTICULARS OF BILLBOARD OR OTHER SIGNAGE

Material used for the signage or infrastructure						
Does it have a single or double face (for adverts only)	Single		Double		Multi face	
Is it a moving, revolving or flashing sign	Moving		Revolving		Flashing	
How is the sign / infrastructure affixed?						
What are the dimensions	Length					

		Width	
	Thickness		
	Total height above ground level		
	Total height below ground level		
Colors used for: (for Adverts only)		Letters	
		Figures	
		Background	

Describe the advert on the ferry	
Describe the advert on the ferry landing site	
Describe the advert on the over bridge	
<i>Attach Artistic Graphic impression/ design and location sketch for proposed site</i>	
PART C: IMPORTANT	
1. Only applicants that have fully paid registration fees shall have their applications processed (<i>except for individual owners that are putting up their own adverts and do not need to pay registration fees</i>).	
2. Each application form covers only one site.	

3. This application and subsequent approval is subject to change to cater for any changes in the laws, regulations or policies.

PART D: DECLARATION

I/We hereby declare that the particulars herein are true and correct and that I/We undertake to abide by the terms and conditions as stipulated by the Authority

First name		Last name			
Other names		Status (e.g. Director):			
Signature		Date		Place	
Note: <i>In the case of a company, partnership or trust, where the signatory is not a director, partner or trustee in the business, the application shall be accompanied by a letter of authority or powers of Attorney.</i>					

PART E: FOR OFFICIAL USE ONLY

Registration number		Date of return:		
File reference number				
Observations regarding suitability of site				
Final recommendation	Suitable		Not suitable	

Observations regarding suitability of specifications	Suitable		Not suitable	
Final recommendation	Suitable		Not suitable	
Amount assessed				
Date of assessment				
Payment receipt number				
Approval of permit:	Approved		Not Approved	
Reason in case of rejection				
Authorisation number				
Billboard/ advertising tool number				
Date of issue of permit				
Approved by Engineer		Sign		Date
Approved by Accounting Officer		Sign		Date

Schedule 5

Regulations 8(2) (b), 26(4), 26(7)(c), 29, 35(4)

Fees for Temporary Use of Public Road, Road Reserve or Ferry Landing Facility

A. Usage fees

No	Category	Rates (UGX) Type 1 More than 2000 vehicles per day	Rates (UGX) Type 2 200 - 2000 vehicles per day	Rates (UGX) Type 3 Less than 200 vehicles per day
CLASS ONE – BILLBOARDS AND OTHER FREE-STANDING SIGNS <i>(Payable for a permit valid for 1 year)</i>				
1	Billboard 80 square meters (sq.m) and above	5,000,000/=	2,500,000/=	2,000,000/=
2	Billboard 49sq.m – 79sq.m	3,000,000/=	1,500,000/=	1,000,000/=
3	Billboard 24sq.m – 48sq.m	1,200,000/=	900,000/=	700,000/=
4	Billboard 10sq.m – 23sq. m	850,000/=	500,000/=	400,000/=
5	Billboard 13sq.m maxilite on Type 1 roads	1,300,000/=		
6	Tri-vision signs - (Three message signs that consists of triangular prisms placed inside a frame. The prisms rotate 120°, each showing a new message)	2,500,000/=	1,500,000/=	1,000,000/=

7	Suburb signs (9 sq. m and below) <i>Anything above this would be considered a billboard</i>	500,000/=	350,000/=	250,000/=
8	Advert signs on the dual carriageway central medians – single or double side	1,000,000/=		

CLASS TWO - OTHER SIGNAGE

(Payable for a permit valid for 1 year)

9	Banners and flags (3 months and below)	150,000/=
10	Boards advertising the provision of services	500,000
11	Boards advertising the sale of goods	500,000
12	Boards advertising the sale of fuel and oil products	1,000,000
13	Product replicas and 3-D signs	1,000,000/=
14	Display advert clocks	2,000,000/=
15	LCD/LED boards	5,000,000/=
16	Signs on litter bins (per bin)	50,000/=
17	Signs on towers, bridges and pylons	40,000/= per sq. m
18	Passenger shelters signs or road side station signs	1,000,000/=
19	Ferries – banners	5,000,000/= per ferry
20	Ferry landing facilities	2,000,000/= per ferry landing facility
21	Over bridge	5,000,000/=

**CLASS THREE – LAYING OF CABLES AND PIPES AND
ERECTING OF POLES AND OTHER STRUCTURES ON
THE ROAD RESERVES**

(Payable for a permit valid for 1 year)

22	Underground cables	100,000/= per km
23	Pipes of diameter more than 1000mm	250,000/= per km
24	Pipes of diameter: 500mm – 1000mm	200,000/= per km
25	Pipes of diameter: 100mm – 500mm	150,000/= per km
26	Pipes of diameter: 40mm – 100mm	100,000/= per km
27	Pipes of diameter less than 40mm	50,000/= per km
28	Poles or any other infrastructure used by utilities and telecoms (above ground)	100,000/= per km

**CLASS FOUR – OTHER APPROVED ROAD RESERVES
USAGE ACTIVITIES**

(Payable for a permit valid for 1 month)

	Category	Rates (UGX) Type 1 More than 2000 vehicles per day	Rates (UGX) Type 2 200 - 2000 vehicles per day	Rates (UGX) Type 3 Less than 200 vehi- cles per day
29	Other Approved Road Reserve Activities such as parking, markets, goods display, food kiosks	180,000/= Per sq.m	160,000/= Per sq.m	140,000/= Per sq.m

B. Fees for Removal, transportation and Storage of Illegal Billboards, Others Signs and Items from other approved road reserve activities

Cost Build Up		
Removal	Cost of equipment hire per hour	
	Cost of fuel per work load	
	Wages for the Operator and temporary workers	
	Other Management costs incidental to removal	
Transportation	Cost of fuel per litre * Distance consumption in Kilometers*	
	Cost of Vehicle hire per hour	
	Other Management costs incidental to transport	
Storage	Space hire	
	Security	
	Other Management costs incidental to Storage	
TOTAL		

CLASS ONE – BILLBOARDS AND OTHER FREE-STANDING SIGNS			
Category		Removal and Transportation (Lump sum)	Storage charge Per sq.m per Day
	Billboard 23 square meters (sq.m) and above	5,000,000/=	10,000/=
	Billboard 9sq.m – 22sq.m	2,500,000/=	5,000/=
	Suburb signs (below 9sq.m)	500,000/=	2,000/=

CLASS TWO - OTHER SIGNAGE			
	Boards advertising the provision services	500,000/=	2,000/=
	Boards advertising the sale of goods	500,000/=	2000/=
	Boards advertising the sale of fuel and oil products	2,500,000/=	5000/=
	Product replicas and 3-D signs	2,500,000/=	5000/=
	Display advert clocks	2,500,000/=	5000/=
	LCD/LED boards	5,000,000/=	10,000/=
	Signs on towers, bridges and pylons	2,500,000/=	5,000/=
	Passenger shelters signs or road side station signs	2,500,000/=	5,000/=
	Ferries – banners	2,500,000/= per ferry	5,000/=
	Ferry landing facilities	2,500,000/= per ferry landing facility	5,000/=
	Over bridge	2,500,000/=	5,000/=

CLASS FOUR – OTHER APPROVED ROAD RESERVES USAGE ACTIVITIES			
Category		Removal and Transportation (Lump sum)	Storage charge per Day
1.	Items measurable in Square meters (sq.m)	50,000/=	6,000/=
	Items measurable by Weight (Per Kilogram)	3,000/=	3,000/=

Schedule 6

Regulations 10(2), 10(3)

Performance Measures for Toll Roads

A. OPERATIONAL PERFORMANCE MEASURES		
No.	Operational Performance Measure	Engineering Quality Parameters
A1	Road Availability	a. Availability of each lane-km for use by traffic
A2	Road Usability	a. Ride Quality - Roughness, mean rut depth and longitudinal profile) b. Lane surface quality – potholes (Number, area and depth), cracking (length and area), localised rutting (depth, area and length), ravelling (area), edge breaks, patching (area and quality) c. Lighting (availability and functional performance)
A3	Road Durability	a. Structural strength (residual life) b. Structural condition of bridge structures c. Outlet performance of drainage structures
A4	Road Reserve Usability	a. Cleanliness of the road reserve b. Vegetation control
A5	Road User Comfort	a. Average travel speeds b. Longitudinal profile

A6	Safety Indicators	a. Retro reflectivity of all road safety furniture (road markings, road signs, delineators, etc.) b. Alignment and availability of all road safety furniture c. Number of accidents
A7	Incident Management	a. Quality of response to incidents b. Road user satisfaction
A8	Toll Plaza Availability	a. Toll lane availability b. Structural soundness of toll plaza facilities
B. MANAGEMENT PERFORMANCE MEASURES		
B1	Environment, Social, Health and Safety	Compliance with Environment Management and Social Management Plans
B2	Quality	Compliance with quality assurance plans and performance programs
B3	Reporting	Compliance with Road Asset Inventory and Performance Reporting Requirements

Schedule 7

Regulation 12(9),13(4)

Check List for Completeness of Road Engineering Designs

Item No.	Description	Yes	No	N/A
A. ENGINEERING DESIGN COMPLETENESS				
A.i	Horizontal and vertical alignments confirmed, optimized, and finalized for the entire project length.			
A.ii	Cross-sections and longitudinal profiles prepared for the entire project length at appropriate intervals.			
A.iii	Detailed road geometry complies with Ministry of Works and Transport Road Design Manuals and specifications (design speed, curves, superelevation, lane/shoulder widths, gradients).			
A.iv	Structural design completed for all components (pavement structure, bridges, culverts, drainage structures, retaining walls, etc.).			
A.v	Geotechnical investigations and design completed (soil/rock properties, groundwater, slope stability, earthworks design, compaction criteria, stabilization measures).			

A.vi	Materials and pavement design specifications completed (pavements, aggregates, binders, reinforcement, concrete, steel, geosynthetics where applicable).			
A.vii	Standard drawings and typical details identified, referenced, and correctly incorporated into the design.			
A.viii	Material testing and quality control requirements defined and referenced to applicable standards (MoWT, BS, USEAS, AASHTO).			
A.ix	Design life, performance criteria, and maintenance/rehabilitation strategy defined and documented.			
A.x	Setting-out information prepared (horizontal and vertical control, centreline coordinates, reference points, benchmarks).			
A.xi	Drainage design completed (longitudinal drains, culverts, side drains, stormwater management, outfalls, erosion protection).			
B. STRUCTURAL AND ROAD SAFETY DESIGN COMPLIANCE				
B.i	Structural calculations for pavements, bridges, culverts, and retaining walls completed, checked, and signed/stamped by qualified professionals.			

B.ii	Road safety standards applied (clear zones, stopping and passing sight distances, safety barriers/guardrails, signage, pavement markings, delineation, lighting where required).			
B.iii	Provision for pedestrians, cyclists, and vulnerable road users included where required (sidewalks, cycle lanes, crossings, refuges, ramps).			
B.iv	Geometric design is consistent with Ugandan national standards and project functional classification (national, district, urban, community access road, etc.).			
B.v	Work-zone traffic management / traffic control plan for construction phase prepared where applicable, compliant with MoWT and traffic regulations.			
B.vi	Utility investigation completed and utilities report prepared (existing services identified, conflicts assessed, protection/diversion design outlined).			
B.vii	Road Safety Audit (where required by MoWT or funding agency) completed and key recommendations considered or addressed in the design.			

C. DOCUMENTATION AND DELIVERABLES (PACKAGED FOR TENDER)

C.i	Complete set of drawings prepared (plans, profiles, cross-sections, details) at appropriate scales, with title blocks and drawing register.			
C.ii	General arrangement drawings prepared for major structures and overall project layout.			
C.iii	Bill of Quantities (BOQ) prepared in accordance with standard MoWT formats and aligned with the final design.			
C.iv	Quantity take-offs supporting the BOQ prepared, checked, and reconciled with drawings and specifications.			
C.v	Engineer's cost estimate prepared with breakdown by work item, contingencies, and risk allowances.			
C.vi	Technical specifications prepared or referenced (MoWT standard specifications and any special project specifications).			
C.vii	Construction method statements or indicative construction methodology outlined where required (e.g., complex structures, staged construction, traffic management).			

C.viii	Design report prepared summarizing design basis, assumptions, standards used, traffic data, geotechnical findings, key calculations, and key decisions.			
D. COMPLIANCE WITH STANDARDS AND REGULATIONS				
D.i	Road and bridge design complies with MoWT Road Design Manuals and Standard Specifications, and any applicable project-specific or international standards (where required by the employer/funder).			
D.ii	Environmental and social requirements integrated into the design (mitigation from ESIA/Project Brief, noise and vibration, drainage and water quality, waste management, landscaping, biodiversity/ecology measures where applicable).			
D.iii	Health and Safety considerations during construction and operation reflected in the design (access, safe work areas, emergency access/egress where applicable).			
D.iv	Land acquisition and right-of-way requirements identified (road reserve width, affected properties, access provisions, encroachments).			

D.v	Required permits and approvals identified and documented (NEMA approvals, water abstraction/ discharge permits, utility relocation approvals, local authority approvals, railway/ airport crossings where applicable).			
D.vi	Climate resilience and disaster risk considerations addressed (design flood levels, drainage capacity, scour and erosion protection, slope protection, climate-appropriate materials and details where applicable).			
	Details	From: Designer	Through: Checker	To: Approver
	Name			
	Title			
	Date			
	Signature			

Schedule 8

Regulations 12(1)a, 12(13), 12(14), 15(2), 16(1), 16(5), 17(1), 17(7), 21(4), 24(2)(f), 25(5), 31, 32, 40(1), 41(1), 51(3), 52(1), 52(6), 53(2), 53(5), 53(12), 56(1), 56(3)(a), 57, 58(3), 60(1)(a), 60(1)(c), 62(1), 63(3)(a), 66, 67, 69(1), 72, 76(2)(a)

List of Manuals, Specifications and Guidelines and Fees

Manuals

1. **District Road Works, Volume 1: Planning Manual, Manual A: Functional Road Classification System and Route Numbering:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
2. **District Road Works, Volume 1: Planning Manuals, Manual B: Annual District Road Inventory and Condition Surveys (ADRICS):** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
3. **District Road Works, Volume 1: Planning Manuals, Manual C: Rehabilitation and Maintenance Planning System (RAMPS):** The Republic of Uganda, Ministry of Works and Transport. - Kampala :, 2002.
4. **District Road Works, Volume 1: Planning Manuals, Manual D: Annual District Road Work Plan for Routine and Periodic Maintenance, Rehabilitation and Spot Repairs:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
5. **District Road Works, Volume 1: Planning Manuals, Manual E: GPS Mapping Manual for RAMPS Module:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2004.
6. **District Road Works, Volume 2: Contract Documentation Manuals, Manual A1: Contract Documents for**

Rehabilitation, Periodic Maintenance and Minor works:
The Republic of Uganda, Ministry of Works and Transport.
Kampala : 2002.

7. **District Road Works, Volume 2: Contract Documentation Manuals, Manual A2: Technical Specifications for Rehabilitation Periodic maintenance and Minor works:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
8. **District Road Works, Volume 2: Contract Documentation Manuals, Manual A3: Bills of Quantity (BoQ) for Rehabilitation, Periodic Maintenance and Minor works:** The Republic of Uganda, Ministry of Works and Transport. - Kampala :2002.
9. **District Road Works, Volume 2: Contract Documentation Manuals, Manual A4: Unit Rate Analysis for Rehabilitation Works, Periodic maintenance for Minor works:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
10. **District Road Works, Volume 2: Contract Documentation Manuals, Manual B: Contract Documentation and Procedures for Labour Based routine Maintenance:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
11. **District Road Works, Volume 2: Contract Documentation Manuals, Manual B: Contract Documentation and Procedures for Labour Based routine Maintenance:** The Republic of Uganda, Ministry of Works and Transport. - Kampala : 2002.
12. **District Road Works, Volume 3: Implementation and Monitoring Manuals, Manual A: Contract Management**

and Administration: The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.

13. **District Road Works, Volume 3: Implementation and Monitoring Manuals, Manual B: Preparation of Quarterly Progress Reports:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2002.
14. **District Road Works, Volume 4: Technical manuals, Manual A: Technical Manual:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2004.
15. **District Road Works, Volume 4: Technical manuals, Manual B: Standard Design Manual:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2004.
16. **District Road Works, Volume 5: District Administrative and Operational Guidelines, Manual A: Policy Document for Road Maintenance:** The Republic of Uganda, Ministry of Works and Transport. - Kampala : 2003.
17. **Non -Motorized Transport Design and Operation Manual:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2022.
18. **Road Design and Construction Manual, Volume V: Low Volume Sealed Roads:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2018.
19. **Road Design Manual, Volume 1: Geometric design:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.
20. **Road Design Manual, Volume 2: Drainage Design:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.

21. **Road Design Manual, Volume 3: Pavement Design Part I: Flexible Pavement:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.
22. **Road Design Manual, Volume 3: Pavement Design, Part II: Rigid Pavement:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.
23. **Road Design Manual, Volume 3: Pavement Design, Part III: Gravel Roads:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.
24. **Road Design Manual, Volume 3: Pavement Design, Part IV: Pavement Rehabilitation:** The Republic of Uganda, Ministry of Works and Transport. - Kampala : 2010.
25. **Road Design Manual, Volume 4: Bridge Design:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.
26. **Road Design Manual: Volume VI - Urban Roads Part 1 and 2:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2023.
27. **Road Maintenance Management Manual:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2010.
28. **Road Project Implementation Manual:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2010.
29. **Traffic Signs Manual–Volume 1 and Volume 2:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2004.

Specifications

30. **General Specification for Road and Bridge Works:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2026.
31. **Road Maintenance Specifications:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2010.
32. **General Specification for Low Volume Sealed Roads, Series 4000LVR, Bituminous Surfacing:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2018.
33. **General Specification for Low Volume Sealed Roads, Series 3000LVR, Earthworks and Pavement layers:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2018.

Guidelines

34. **District Road Works, Volume 5: District Administrative and Operational Guidelines, Manual B: Environmental Guidelines:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2003.
35. **District Road Works, Volume 5: District Administrative and Operational Guidelines, Manual C: Gender Guidelines:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2003.
36. **District Road Works, Volume 5: District Administrative and Operational Guidelines, Manual D: HIV/AIDS Guidelines:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2003.

37. **District Road Works, Volume 5: District Administrative and Operational Guidelines, Manual E: Occupational Health and Workplace Safety Guidelines:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2003.
38. **District Road Works, Volume 5: District Administrative and Operational Guidelines, Manual G: Guidelines for Selection of Isolated and Poor Sub-counties for Prioritisation of Community Access Roads:** The Republic of Uganda, Ministry of Works and Transport . Kampala : 2003.
39. **Environmental Impact Assessment Guidelines for Road Projects:** The Republic of Uganda, Ministry of Works and Transport : 2003.
40. **Guidelines for Mainstreaming Gender into the Roads Sub-Sector:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2003.
41. **Guidelines for Mainstreaming HIV/AIDS into the Roads Sub-Sector Policies, Programs and Practices:** The Republic of Uganda, Ministry of Works and Transport .Kampala : 2003.
42. **Guidelines for Mainstreaming Occupational Health and Safety in the Roads Sub-Sector:** The Republic of Uganda, Ministry of Works and Transport. - Kampala : 2005.
43. **Revised Guidelines for Force Account – Road Maintenance:** The Republic of Uganda, Ministry of Works and Transport. Kampala : 2017.
44. **Uganda Highway Code:** The Republic of Uganda, Ministry of Works and Transport . - Kampala : 2023.

Fees for manuals and specifications

S/N	Category	Unit	Amount (UGX) or equivalent USD	
			Ugandans and East Africans	Non-East Africans
1.	Hard copy of a manual	Per copy	50,000	100,000
2.	Hard copy of General Specifications for Road and Bridge Works	Per copy	100,000	200,000
3.	Hard copy of other Specifications	Per copy	50,000	1,00,000
4.	Individual online subscription	Per year	50,000	100,000
5.	Group online subscription of up to 10 persons	Per year	300,000	300,000
6.	Government entity, Private entity, academic or research institution (unlimited number of persons for online subscription)	Per year	5,000,000	10,000,000

Application for Registration or Renewal of Road Engineering Laboratory

Ref. No:											
-----------------	--	--	--	--	--	--	--	--	--	--	--

This application is for road engineering laboratories seeking to undertake testing for planning, design, construction, maintenance, and operation of public roads in Uganda.

This form should be completed in full and returned to:

The Minister

Ministry of Works and Transport

Attention: The Engineer-In-Chief

P.O. Box 7174,

Kampala

Tel: +256 414 235730

Email: mowt@works.go.ug

PART A: GENERAL INFORMATION

A1: Laboratory Identification

i. Name of Laboratory	
ii. Date of Application	
iii. Physical Address	
iv. Postal Address	
v. Telephone	
vi. Name and Title of Contact Person	
vii. Email	

1. Type of Ownership (Tick as appropriate)	
i. Central Government -owned	
ii. Local Government -owned	
iii. Private-owned	
iv. Project laboratory	

A2 Ownership and Legal Registration (for Private and Project Laboratories)	
i. Names of Directors/ Proprietors	
ii. Uganda Registration Services Bureau (URSB) Registration No.	
iii. Tax Identification Number (TIN)	
iv. Tax Clearance Certificate No.	

(Attach copies of: Certificate of Incorporation, URSB Form 20, and current Tax Clearance Certificate.)

PART B: FIELD AND LABORATORY TESTS AND TEST METHODS

Applicants shall be registered only for those tests and test methods they are able to undertake in accordance with standards issued by the Minister.

List all tests and test methods conducted by the laboratory for road engineering purposes.

S/N	Field/ Material / Product (e.g., soil, aggregate, concrete, asphalt, bitumen)	Type of Test / Property Measured	Standard Test Method (Number, Year, Issuing Body)	Testing Site (Lab / Field / Mobile)	Remarks
1					
2					
3					
4					
5					

PART C: TEST EQUIPMENT

Provide details of all test equipment owned, leased, or hired by the laboratory for the tests listed in Part B.

Table C1: Test Equipment Inventory

No.	Equip- ment Name	De- scrip- tion / Model	Serial Num- ber	Manu- factur- er	Year / Date of Manu- facture	Own- ership (Owned / Leased / Hired)	Cali- bration Certif- icate No.	Date of Last Cali- bration	Cali- bra- tion Pro- vider
1									
2									
3									
4									
5									

Attach copies of valid calibration certificates for all critical test equipment.

PART D: LABORATORY LAYOUT AND TESTING ENVIRONMENT

Provide a description and/or plan of the laboratory layout and indicate compliance with the listed requirements. Attach a laboratory layout drawing/plan indicating the different zones

D1. Zoning and Workflow- (Tick as appropriate and provide brief description.)

i. Sample reception zone ☐
Description: _____

ii. Sample preparation zone ☐
Description: _____

iii. Testing zone(s) ☐
Description: _____

iv. Sample storage zone (retention) ☐
Description: _____

v. Sample disposal zone ☐
Description: _____

vi. Reporting / office zone ☐
Description: _____

D2 Separation of Equipment

i. Heavy and light equipment adequately separated ☐
Brief description of arrangement

D3 Safe Space and Accessibility

ii. Minimum 1.2 m walkway between major equipment maintained ☐
Describe any constraints or special arrangements:

D4 Environmental Control (Temperature, Dust, Humidity)

i. Temperature control measures in place ☐

ii. Dust control measures in place ☐

iii. Humidity control measures in place ☐

iv. Describe control systems (e.g., HVAC, enclosures) ☐

D5 Personal Protective Equipment (PPE) and Safety Devices

- i. Helmets ☐
- ii. Safety glasses/goggles ☐
- iii. Gloves ☐
- iv. Laboratory coats for technicians ☐
- v. Ear protection for sieve shakers and abrasion machines ☐
- vi. Machine protection shields/guards ☐
- vii. Fume extractors for bitumen laboratories ☐
- viii. Insulated heating units ☐
- ix. Emergency stop switches for electrical machines ☐
- x. Proper storage facilities for chemicals ☐

Briefly describe PPE and safety management practices

D6 Ventilation Practices (Tick what is in place and describe:)

- i. Exhaust fans ☐
- ii. Dust collectors ☐
- iii. Heating Ventilation and Air Conditioning Systems ☐

Description:

D 7 Fire Safety

- i. At least two fire extinguishers per laboratory section ☐
- ii. Fire extinguishers appropriately located and clearly marked ☐
- iii. Clearly marked and unobstructed emergency exits ☐
- iv. Staff trained in use of fire extinguishers and fire safety ☐

Provide brief details of fire safety arrangements and staff training (dates, provider) :(Attach photographs or additional documentation where necessary.)

PART E: LABORATORY MANAGEMENT SYSTEMS

Provide information and evidence of the laboratory's management systems and records used to control testing activities

E1 Records and Logs

Indicate availability (tick) and attach samples or templates where required:

- i. Sample receipt log ☐
- ii. Daily test register ☐
- iii. Equipment log books (calibration and maintenance records) ☐
- iv. Test worksheets / data sheets ☐
- v. Final test report formats ☐
- vi. Sample storage records ☐
- vii. Sample disposal records ☐

E2 Standard Operating Procedures (SOPs)

The laboratory shall maintain SOPs covering at least: sample handling, test execution, equipment use, data recording and report preparation. Confirm that SOPs include the following minimum elements (tick as applicable):

- Title ☐
- Purpose ☐
- Scope ☐
- References (standards and documents) ☐
- Apparatus / equipment required ☐
- Step-by-step procedure ☐
- Precautions / safety considerations ☐
- Acceptance criteria / limits ☐
- Records to be generated and retained ☐

Attach an index of all SOPs and at least one sample SOP for a major test in your scope.

PART F: LABORATORY PERSONNEL – MINIMUM QUALIFICATIONS AND DETAILS

F1. Minimum Required Qualifications (for information and verification)

1. Laboratory Manager (Civil / Geotechnical Engineer)

The Laboratory Manager shall:

- a) Hold at least a Bachelor's Degree in Civil Engineering from a recognised institution.
- b) Be a registered Civil Engineer or Geotechnical Engineer with the Engineers Registration Board (ERB) of Uganda.
- c) Have a minimum of three (3) years' experience in;
 - Materials testing for road and/or geotechnical engineering; and
 - Geotechnical investigations, analysis and reporting.
 - Have demonstrable experience in laboratory management systems.

1. Laboratory Technicians

Each Laboratory Technician shall:

- a) Hold at least a National Diploma in Civil Engineering or Science Laboratory Technology from a recognised institution.
- b) Be registered within the Technical Vocational Education and Training (TVET) system and, where applicable, with the TVET Council.
- c) Demonstrate computer literacy relevant to laboratory operations.
- d) Have demonstrable experience or training in laboratory management systems.

F2. Staffing Summary

F2.1 Number of Laboratory Managers: _____

F2.2 Number of Laboratory Technicians: _____

F2.3 Brief explanation of how staffing meets the above minimum requirements and is adequate for the scope and volume of testing:

F3. Laboratory Manager – Form to be Filled

F3.1 Full Name of Laboratory Manager:

F3.2 Academic Qualification (minimum: Bachelor's Degree in Civil Engineering)

a) Highest degree obtained (tick and fill):

Bachelor's Degree in Civil Engineering

☐

[b) Name of awarding institution: _____

c) Country: _____ Year of award: _____

F3.3 Professional Registration (Engineers Registration Board – Uganda)

a) Registration category (tick):

i. Civil Engineer

☐

ii. Geotechnical Engineer

☐

b) ERB Registration Number: _____

c) Year of initial registration: _____

F3.4 Experience (minimum 3 years required)

a) Years of experience in materials testing for road / geotechnical engineering: _____ years

b) Years of experience in geotechnical investigations, analysis and reporting: _____ years

c) Experience in laboratory management systems (brief description):

F3.5 Attachments for Laboratory Manager (tick if attached):

i. Copy of degree certificate(s)

☐

ii. Copy of ERB registration certificate

☐

iii. Curriculum Vitae (CV)

☐

iv. Evidence of experience in laboratory management systems

☐

F4. Laboratory Technicians – Forms to be Filled

The laboratory shall employ at least **two (2)** Laboratory Technicians meeting the minimum qualifications stated in F1.2.

Complete the form below for each technician.

(Photocopy this page if there are more technicians.)

Technician 1

F4.1 Full Name: _____

F4.2 Academic Qualification (minimum: National Diploma)

Highest qualification (tick and fill):

- i. National Diploma in Civil Engineering ☐
- ii. National Diploma in Science Laboratory Technology ☐
- iii. Other diploma (specify): _____

b) Name of awarding institution: _____

c) Country: _____ Year of award: _____

F4.3 TVET Registration

a) Registered within TVET system:

Yes ☐ No ☐

b) TVET Registration Number (if applicable): _____

c) Registered with TVET Council:

Yes ☐ No ☐

F4.4 Competence

a) Computer literate (for laboratory operations, data entry and reporting):

Yes ☐ No ☐

b) Experience or training in laboratory management systems (brief description):

F4. 4.5 Attachments for Technician 1 (tick if attached):

- i. Copy of diploma certificate ☐
- ii. Evidence of TVET registration (where applicable) ☐
- iii. Evidence of computer literacy (e.g. certificate, CV) ☐
- iv. Evidence of training/experience in laboratory management systems ☐

F4.7 Academic Qualification (minimum: National Diploma)

Highest qualification (tick and fill):

- i. National Diploma in Civil Engineering ☐
- ii. National Diploma in Science Laboratory Technology ☐
- iii. Other diploma (specify): _____

b) Name of awarding institution: _____

c) Country: _____ Year of award: _____

F4.8 TVET Registration

a) Registered within TVET system:
Yes ☐ No ☐

b) TVET Registration Number (if applicable): _____

c) Registered with TVET Council:
Yes ☐ No ☐

F4.9 Competence

a) Computer literate (for laboratory operations, data entry and reporting):
Yes ☐ No ☐

b) Experience or training in laboratory management systems (brief description):

F4.10 Attachments for Technician 2 (tick if attached):

- i. Copy of diploma certificate
- ii. Evidence of TVET registration (where applicable)
- iii. Evidence of computer literacy (e.g. certificate, CV)
- iv. Evidence of training/experience in laboratory management systems

PART G: ACCREDITATION WITH UGANDA NATIONAL ACCREDITATION SYSTEM (UGNAS)

G1. Status of UGNAS Accreditation (To be completed where applicable)

a) Is the laboratory accredited or in the process of accreditation with the Uganda National Accreditation System (UGNAS)?

Yes ☐ No ☐ In process ☐

If “Yes” or “In process”, provide the following details:

i) UGNAS Accreditation / Application Reference Number (if available):

.....

ii) Scope of Accreditation / Application (materials, tests and methods covered):

.....

.....

iii) Date of Accreditation / Application:

.....

iv) Validity Period of Accreditation (if already accredited):

From: To:

v) Attach a copy of the UGNAS accreditation certificate or acknowledgement of application (where applicable).

Attached ☐ Not applicable ☐

G2. Note on Requirement for UGNAS Accreditation

At the time of this application, accreditation with the Uganda National Accreditation System (UGNAS) is **not a mandatory requirement** for registration of road engineering laboratories.

However, once UGNAS becomes fully operational and as may be prescribed by the Minister, laboratories may be required to obtain and maintain accreditation in the relevant scope of road engineering tests and test methods.

The applicant laboratory undertakes to comply with any future requirements on accreditation issued by the Minister once UGNAS is fully operational.

Acknowledged by Applicant ☐

Name of authorized signatory:

.....

Designation:

Signature: Date:

PART H: DECLARATION BY THE APPLICANT

H1. Applicant's Declaration

I, the undersigned, acting in my capacity as the duly authorized representative of the applicant laboratory, hereby declare that:

1. All information provided in this application form and in the attached documents is true, complete and accurate to the best of my knowledge.
2. No relevant information has been willfully withheld or misrepresented.
3. The laboratory shall comply with all applicable laws, regulations, standards and guidelines issued or approved by the Minister responsible for works and transport, in relation to road engineering laboratories and testing activities.
4. The laboratory shall promptly notify the Ministry of Works and Transport in writing of any material changes affecting the information provided in this application, including but not limited to: ownership, key personnel, testing scope, equipment, premises, or accreditation status.

I understand that any false, misleading or incomplete information provided in this application may lead to refusal, suspension or cancellation of registration.

Name of Applicant Laboratory:

.....

Name of Authorized Signatory:

.....

Position/Designation:

.....

National ID / Passport No.:

.....

Signature: Date:

Official laboratory stamp:

.....

PART I: FOR OFFICIAL USE ONLY**I1. Recommendation of the Evaluation Committee**

Evaluation outcome:

- i. Recommended for registration ☐
- ii. Recommended for registration with conditions ☐
- iii. Not recommended for registration ☐

If “recommended with conditions” or “not recommended”, state reasons and/or conditions:

.....

.....

.....

Chairperson, Evaluation Committee:

Name:

Signature: Date:

Members, Evaluation Committee:

- 1. Name: Signature:
Date:
- 2. Name: Signature:
Date:
- 3. Name: Signature:
Date:

I2. Recommendation by Commissioner, Construction Industry Development and Regulation

- i. Recommended for registration ☐
- ii. Recommended for registration with conditions ☐
- iii. Not recommended for registration ☐

Comments / Conditions (if any):

.....

.....

Name:

Signature: Date:

Designation: Commissioner, Construction Industry Development and Regulation

I3. Recommendation and Decision by Engineer-in-Chief, Ministry of Works and Transport

a) Recommendation by Engineer-in-Chief:

- i. Approve registration ☐
- ii. Approve registration with conditions ☐
- iii. Do not approve registration ☐

Comments / Conditions (if any):

.....

.....

b) Final decision/advice on registration of road engineering laboratory:

- i. Registered ☐
- ii. Registered with conditions ☐
- iii. Not registered ☐

Registration Number (if approved):

.....

Effective Date of Registration:

.....

Name:

Signature: Date:

Designation: Engineer-in-Chief, Ministry of Works and Transport

Official stamp:

PART J: TEST EQUIPMENT

Provide details of all test equipment owned, leased, or hired by the laboratory for the tests listed in Part B.

Schedule 10

Regulation 18 (2), 18(5), 18(7)

Fees for Registration of Road Engineering Laboratories

A1. Applicable Fees

The fees payable in respect of the registration of road engineering laboratories shall be in accordance with Regulation 18(2), 18(5) and 18(7) and are summarized in Table 1 below.

Table 1: Fees summary table

S/N	Description	Fee (UGX)
1	Application fee (Non-refundable)	200,000
2	Inspection base fee	300,000
3	Inspection rate per assessor	200,000
4	Certification fee (payable upon granting of registration)	200,000
All fees shall be paid to the Uganda Revenue Authority (URA) and shall be non-refundable		

A2. Timing of Payments

- The application fee shall be paid **before submission** of this application form.
- The total evaluation/ inspection fees shall be paid **upon assessment** by the authorised person of the Ministry of Works and Transport, based on the formula in A3.
- The certification fee shall be paid **upon issuance of the decision to grant registration**.

A3. Calculation of Total Evaluation/Inspection Fees

The total inspection fees shall be calculated using the following formula:

Total Inspection Fees = Inspection Base Fee + Assessment Fee + Transport Fee

Assessment Fee = (Number of Assessors × Inspection Rate per Assessor)

Transport Fee = (Number of Vehicles × Distance to and from the Ministry to the laboratory location (km) × Fuel Pump Price) ÷ Average Vehicle Fuel Consumption Rate per km

A4. Parameters for Inspection Costing

The following parameters shall be determined by the authorised person of the Ministry of Works and Transport:

1. Number of assessors.
2. Number of vehicles.
3. Distance to and from the Ministry to the laboratory location (in kilometres).
4. Fuel pump price (prevailing at time of inspection planning).
5. Average vehicle fuel consumption rate per kilometre.

Certificate of Registration for Road Engineering Testing Laboratory

Issue No.: _____

(Name of Laboratory)

URSB Company Registration No. _____

Laboratory Registration Number: _____

is a Ministry of Works and Transport registered Road Engineering Testing
Laboratory provided that all conditions are complied with

*The Registration demonstrates technical competency for a defined scope
and the operation of a laboratory quality management system.*

Eng. _____

Engineer-In-Chief

Effective Date: _____ **Certificate Expire** _____

*This certificate is valid as per the scope stated in the accompanying annex
of registration, Annexure "A", bearing the above registration number.*

ANNEXURE A SCHEDULE OF REGISTRATION

Laboratory Registration Number: _____

<u>Permanent Address of Laboratory</u>	<u>Technical Signatories</u>	<u>As Authorized by the Head of the Laboratory</u>
Name: _____ Building: _____ Road /street: _____ Village: _____ Sub-County: _____ District: _____ Uganda Postal Address: _____	Name: _____ Name: _____ Name: _____ Name: _____ Name: _____ <u>Nominated Representative:</u> _____ _____	

P.O. Box _____		

Tel : _____ Email: _____		
DISCIPLINE/ SAMPLE TYPE	TYPES OF TESTS	EQUIPMENT/ METHOD
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Road Reserve Width

SN	Class of Road	Type of Road	Maximum Road Reserve Width (metres)
1	National Road	Expressway	40
2	National Road	A	25
3	National Road	B	25
4	National Road	C	25
5	District Road	I	15
6	District Road	II	15
7	District Road	III	15
8	Urban Road	U	30
9	Park Road	P	10
10	Community Access Road	CAR	10

Note: The Road Reserve Width shall be measured at right angle on either side of the Road Centerline.

Schedule 13

Regulation 26 (5)

Permit to Use Road Reserve or Ferry Landing Facility

This permit is issued to of (address) to use.....road reserve or ferry landing facility to (describe intended use).

This permit is subject to the following conditions—

- (a) the location of requested area is at..... measured from: to
- (b) the specifications of the intended structure including height, length, width or diameter and location with respect to the road reserve or ferry landing facility is as shown on the attached sketch plan;
- (c) the cost of installation, maintenance and removal of the structure shall be borne by the permit holder;
- (d) this permit shall be valid for a period of; and
- (e) the permit holder or his or her agent is granted leave to enter upon the land shown on the sketch plan referred to in paragraph (b) for the purposes of

Dated this day of, 20

ACCOUNTING OFFICER

Road authority:

PERMIT FOR LAYING LINES

This permit is issued to..... of (address)for laying of lines for railway/pipeline/telephone lines.....to be constructed over/across/beneathpublic road.

This permit is subject to the following conditions—

- (a) the alignment of the lines shall be as shown on the enclosed sketch plan;
- (b) the widths of the area to be covered shall not exceed meters;
- (c) compensation and cost of reinstatement of damaged road shall be paid to the Authority by at the amount of Ushs.
- (d) the alignment of the lines shall not traverse the existing legally placed lines or structure;
- (e) the cost of construction and maintenance of the lines shall be borne by the permit holder; and
- (f) the permit holder or his or her agent is granted leave to enter upon the land shown on the sketch plan referred to in paragraph (a) for the purposes of laying the railway/pipeline/telephone lines.

Dated this day of, 20.....

**Tick whichever is applicable.*

*** Choose whichever is applicable*

.....

ACCOUNTING OFFICER

Road authority:

Minimum Requirements for Road Side Station

The requirements for a roadside station along a public road involve considering various factors to ensure the safety, convenience, and functionality of the facility. The under listed schedule of minimum requirements shall be considered:

1. Location and site selection:

- a) Conduct a thorough site analysis to identify an appropriate location, considering factors such as traffic flow, accessibility, visibility, and proximity to public roads.
- b) Ensure compliance with physical planning and land use regulations.

2. Land acquisition and zoning:

- a) Acquire the necessary land for a roadside station, considering future expansion needs.
- b) Secure the required physical planning and building permits and approvals.

3. Facility design and layout:

- a) Engage an architect or design professional to develop a site plan and building design that meets national building codes and regulations.
- b) Design a layout that includes the following:
 - c) Separate parking areas for cars, trucks, buses and cycles.
 - d) Fueling stations (if applicable).
 - e) Restrooms and sanitary facilities.
 - f) A convenience stores or cafeteria.
 - g) Outdoor seating or picnic areas.
 - h) Information kiosks or visitor centers.
 - i) Truck scales (if catering to commercial vehicles).
 - j) Emergency services, including a first-aid station and fire extinguishers.

- k) Adequate lighting for safety and security.
- 4. **Utilities and Infrastructure:**
 - a) Ensure access to reliable water and electricity supply.
 - b) Install a wastewater disposal system and sewage treatment facilities.
 - c) Implement storm water management to prevent erosion and flooding.
 - d) Develop a backup power source, such as generators, in case of power outages.
- 5. **Safety and security:**
 - a) Install security cameras and alarm systems.
 - b) Ensure proper signage for traffic control and wayfinding.
 - c) Implement safety barriers and guardrails where necessary.
 - d) Consider lighting, especially in parking areas and walkways, to deter criminal activity.
- 6. **Accessibility:**
 - a) Comply with accessibility regulations to provide access for people with disabilities.
 - b) Design ramps, curb cuts, and parking spaces accordingly.
- 7. **Environmental considerations:**
 - a) Implement sustainable practices, such as recycling bins and energy-efficient lighting.
 - b) Use landscaping to enhance aesthetics and minimize environmental impact.
- 8. **Maintenance and cleaning:**
 - a) Develop a routine maintenance schedule for all facilities and equipment.
 - b) Arrange for regular cleaning of restrooms, dining areas, and parking lots.
- 9. **Licensing and permits:**
 - a) Obtain all required permits, including health permits for food services and environmental permits.

10. Customer services:

- a) Train staff to provide excellent customer service.
- b) Provide information about local attractions, services, and emergency contacts.

11. Budget and funding:

- a) Develop a budget that covers construction, operational, and maintenance costs.
- b) Identify potential funding sources, which may include public-private partnerships or government grants.

12. Emergency response plan:

- a) Develop and maintain an emergency response plan, including procedures for evacuations, medical emergencies, and fires.

13. Signage and wayfinding:

- a) Install clear and informative signage for drivers and pedestrians.
- b) Use international symbols and multilingual signs where necessary.

14. Sustainability and energy efficiency:

- a) Incorporate green building practices and renewable energy sources where feasible to reduce the environmental footprint.

15. Community engagement:

- a) Engage with local communities to address concerns and gather input during the planning and development stages.

16. Accessibility for commercial vehicles:

- a) Ensure that the station can accommodate commercial vehicles, including truck parking, turning radii, and truck-specific amenities.

17. Legal and Regulatory Compliance:

- b) Stay up-to-date with all relevant national laws and regulations pertaining to road side station operations.

**Application Fee for Hearing by Minister about Refusal to Avail
Access Road**

SN	Activity		Amount (UGX)
1	Hearing appointment by Minister		160,000

Schedule 16

Regulation 54 (2), 55 (1), 56 (2), 57

Notice of Road Damage by Member of Public

PART A

PUBLIC ROAD DAMAGE REPORT	
Road authority:	Report No. _____
Location Details	
Name of road : _____	Sub County : _____
Kilometer post: _____	Parish : _____
District : _____	Village : _____
Description of Damage:	
Details of the person reporting (Optional)	
Name: _____	Card No. (NIN or Passport): _____
Position: _____	Signature: _____
Telephone Contact: _____	Date: _____

PART B

ROAD DAMAGE ASSESSMENT REPORT

DETAILED ROAD DAMAGE ASSESSMENT REPORT					
Road authority: _____			Report No. _____		
Location Details Name of road : _____ Kilometer Post: _____ District : _____ Sub County : _____ Parish : _____ Village : _____			Sheet: _____ of _____ Inspection Date: _____		
Description of damage:					
Cause of the road damage:					
Cost Estimate (UGX)					
Emergency Repair	Description of Works (Equipment, Labour, and Materials)	Unit	Unit Rate	Quantity	Amount (UGX)
Method: ☐ Force Account ☐ Contracting		Sub- total Assessment Costs Works supervision costs Emergency Repair total -A			

Permanent Restoration	Description of Works (Equipment, Labour, and Materials)	Unit	Unit Rate	Quantity	Amount (UGX)
Method:		Sub- total			
☐ Force Account		Assessment Costs			
☐ Contracting		Works supervision costs			
		Permanent Res. total -B			
Environment Assessment Recommendation		Screening Costs (Attach report)- C			
☐ Screening					
☐ Not Necessary					
Total Estimate (A+B+C)					
Details of the Maintenance Engineer					

Name: _____

Position: _____

Signature: _____

Telephone Contact: _____

Date: _____

Costs for Removal and Storage of Abandoned Motor Vehicle

Cost build up		
Cost of fuel per litre * distance consumption* distance in kilometers		
Gross Metric weight * Tonnage		
Type of Load		
Management cost per case		
Cost of Parking * Days		
TOTAL		

Towing fees

Description	Base Fee (UGX)	Towing Fees per KM (UGX)	
		Empty	Loaded
Vehicle Category			
Motorcycle	20,000	5,000	10,000
Tri-Cycle	30,000	10,000	15,000
Salon Vehicles	100,000	10,000	15,000
Light Goods Vehicles (Pickups)	100,000	15,000	25,000
SUVs/Light Passenger Vehicles (7–14-Seater)	120,000	20,000	30,000
Medium Goods Vehicles (2 Axle)	300,000	20,000	40,000
Medium Passenger Vehicles (15–30-Seater)	300,000	30,000	50,000
Large goods vehicles (3 Axle)	1,000,000	40,000	60,000
Large Passenger vehicles (31-seater and above)	1,000,000	50,000	80,000
Very Large goods vehicles (4 Axle and above)	1,200,000	80,000	100,000
Engineering Plant	1,500,000	100,000	120,000

Parking/Storage fees

Vehicle Category	Parking Fees (UGX) per day (24 Hours)
Motorcycles	2,500
Tri-Cycle	4,000
Salon Vehicles	5,000
Light Goods Vehicles (Pickups)	5,000
SUVs/Light Passenger Vehicles (7–14-Seater)	7,500
Medium Goods Vehicles (2 Axle)	10,000
Medium Passenger Vehicles (15–30-Seater)	10,000
Large goods vehicles (3 Axle)	15,000
Large Passenger vehicles (31-seater and above)	20,000
Very Large goods vehicles (4 Axle and above)	25,000
Engineering plant	30,000

Notes:

- i. Cost of handling cargo where necessary shall be negotiated and agreed between the operator and the vehicle owner or transporter.
- ii. The towing and storage rates shall be reviewed periodically to align them with changes in the market fundamentals.
- iii. Management fee per case shall be 10% of the total towing cost

Application for Excavation Permit

The purpose of the excavation, the proposed location, the expected duration of the work, depth of excavation

1. PROPERTY INFORMATION

- 1.1. Property Owner
- 1.2. Location of property
 - a) Plot No.....
 - b) Street
 - c) LC 1.....
 - d) LC II.....
 - e) Division.....

2. SERVICE PROVIDER

2.1. SUPERVISOR

- a. Architect
Reg. No.....
Address/Contact
.....
.....
.....
Stamp & Signature
Date:/.... /.....
- b. Civil/Structural
Reg. No.....
Address/Contact
.....
.....
.....
Stamp & Signature
Date:/.... /.....

2.2. CONTRACTOR

Name &Address

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

Stamp & Signature

Date:/...../.....

3. STABILITY ANALYSIS (Tick/fill in as appropriate)

3.1. Geotechnical Investigations

(a) Company/Firm that carried out the investigations

.....
(Report to be attached)

(b) Maximum depth of intended excavation
.....(m)

(c) Predominant soils/rock sand (), clay () silt (),
gravel ()
(Tick appropriate)

(d) Weathered rock (), solid rock () others ()
describe
.....
.....

3.2. Properties of soils/rock:

- | | |
|-----------------------------------|-----|
| (a) Sand (loose, firm) | () |
| (b) Clay (fat, soft, hard, stiff) | () |
| (c) Silt (loose, firm) | () |
| (d) Gravel (loose, firm) | () |
| (e) Rock (solid, weathered) | () |

3.3. Geophysical properties

- | | |
|-----------------------------------|-----|
| (a) cohesive strength, c | () |
| (b) Angle of internal friction, Ø | () |
| (c) Water table level | () |

- (d) Moisture content ()
- (e) Bulk density ()
- (f) Specific gravity ()

3.4. Stability Analysis

- (a) State method used e.g. Slip circle, Bishops, Morgenstern etc.)
.....
- (b) Factor of Safety applied. (.....)

4. SAFETY MEASURES

4.1. Provide excavation plan (Attach plans and detailed sections through all boundaries of plot)

4.2. Method of protection against slope failure

- (a) Sheet piling ()
- (b) Geo-nailing ()
- (c) Slope cut to safe angle (),
state angle
- (d) Girder system (),
Attach structural analysis.
- (e) Shoring ()

(Attach drawings detailing how the chosen method will be implemented)

4.3. Protection against soil erosion and land slides

- (a) Shotcrete ()
- (b) Cover with polythene sheet ()
- (c) Cut-off drains ()
- (d) Resin ()
State material
- (e) None of the above ()
State why
.....
.....

- 4.4. Method for monitoring earth movement
- (a) Laser beam () -Attach Details
 - (b) Pegs and string () -Attach Details
 - (c) Pegs and survey instrument () -Attach Details.
 - (d) Coordinates/GPS – () -Attach Details.

4.5. Protection of neighboring Property and Environment

- (a) What is the distance from the edge of excavation to the adjacent property(ies)
- (b) Method to be used to protect the adjacent property (ies)
 - i) Underpinning ()
 - ii) Geo-nailing ()
 - iii) Sheet piling ()

(Attach drawings detailing how the chosen method will be implemented)

- (c) Dewatering method to be adopted

.....

.....

.....
- (d) Access and Egress haul routes, and carting away of spoil.

.....

.....

.....

Signed & Stamped (Reg. Civil & Structural Engineer)

.....

Date.....

Cross References

Employment Act, Cap. 226

Engineers Registration Act, Cap. 299

Inland Water Transport Act, Cap. 345

Land Act, Cap. 236

National Environment Act, Cap. 153

National Social Security Fund Act, Cap. 230

Occupational Safety and Health Act, Cap. 231

Public Procurement and Disposal of Public Assets Act, Cap. 205

HON. FRED BYAMUKAMA (MP),

Minister of Works and Transport

