transport authority
"Regulating with vision"

REQUIREMENTS FOR DRIVER AND CONDUCTOR BADGES

The wearing of Driver and Conductor badges is a requirement under sections 124,125,126 and 127 of the Road Traffic Regulations and section 22 of the Road Traffic (Taxis and Contract Cars) Regulations. Drivers and Conductors should therefore ensure that they obtain their badges and have them visible at all times while operating.

HOW TO OBTAIN A DRIVER/CONDUCTOR BADGE

1. Applicant must be:
    - Twenty-one (21) years & over
    - Able to read and write
2. **Two (2) passport-sized photographs certified within the last six (6) Month by:**
    - Superintendent of Police or Inspector of Police
    - Minister of Religion or justice of the Peace

3. Two (2) recommendations from either:
    - Superintendent of Police
    - Inspector of Police
    - Minister of Religion
    - Justice of the Peace
    - Principal

N.B. The Recommendation must state whether the applicant is a (bona fide resident of the address, Character, Number of Years individual is known to you the referee)

4. Original Police Record

5. Copy of Driver's License (both sides)

6. Copy of Tax Registration Number (T.R.N.)

7. Applicant must be successfully complete the Two day Training Programme offered by the Transport Authority in association with Heart/NTA. In the case of applying for The Training Programme, applicants will be able to submit the payment receipt after the finger prints have been taken at The Criminal Investigation Branch (34 Duke Street) for the processing of a provisional three months' temporary badge.

PROCESS FLOW

Follow the procedure below to apply for a badge

1. Checks made at the Transport Authority for outstanding traffic tickets.
2. Applicant pays a non-refundable fee of $500 and collects an application form at the Transport Authority's offices.
3. Applicant proceeds to the Tax Administration Jamaica and purchase a receipt to obtain Police Record.
4. Applicant in the KMTR takes the receipts to The Criminal Investigation Branch at 34 Duke Street, Kingston for finger-prints to be taken.
5. Applicant outside the Corporate Area, takes the receipt to Summit Police Station, in Montego Bay, St James or Area 2 Headquarters, or Pompano Bay Tower Isle, St Mary or May Pen Divisional Headquarters.
6. Applicant collects Police Record on the date indicated on the finger-print receipt and submits to the Transport Authority or in the case of the provisional badge, the payment receipt for the finger print will be accepted (Note: after applicant visits the Criminal Investigation Branch, 34 Duke Street) along with the following:

- Two (2) passport-sized photographs certified within the last six (6) Months
- Two (2) recommendations
- Copy of Driver's License (both sides)
- Copy of Tax Registration Number (T.R.N.)

7. Applicant pays $1500 to the cashier for training.
8. Applicant completes application form for training programme and submits same.
9. After the completion of the training, applicant submits training certificate to the ID Centre.
10. A Reading test will be administered by the Licensing Officer/Supervisor
11. Applicant pays additional $1000 to cashier for processing of badge.
12. Applicant who submitted the original police record will be issued with a two (2) years badge.
13. Applicant who had submitted a receipt from the criminal investigation branch will be issued with a provisional badge which last for three months.
14. Applicant photograph is taken
15. Applicant signs signature pad
16. Badge is printed and issue to applicant.

NB. Applicants MUST submit the original police record before the three months' badge expires in order for a new badge to be printed and issued for the additional period of one year and seven months.

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