

**UNITED NATIONS**  
United Nations Transitional Administration  
in East Timor



**NATIONS UNIES**  
Administration Transitoire des Nations  
Unies au Timor Oriental

UNTAET/DIR/2001/5  
5 June 2001

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**DIRECTIVE NO. 2001/05**

**ON THE PROCEDURES FOR THE REGISTRATION OF MOTOR VEHICLES  
IN EAST TIMOR**

The Special Representative of the Secretary-General (hereinafter:  
Transitional Administrator),

Pursuant to the authority given to him under United Nations Security Council  
Resolution 1272 (1999) of 25 October 1999,

Taking into account United Nations Transitional Administration in East  
Timor (UNTAET) Regulation No. 1999/1 of 27 November 1999 on the authority of  
the Transitional Administration in East Timor,

Pursuant to UNTAET Regulation No. 2001/6 on the Registration of Motor  
Vehicles in East Timor,

Promulgates the following:

Section 1  
Application for Registration

1.1 A Motor Vehicle Registration Form shall require the provision by the applicant of  
the following information:

- (a) in respect of the applicant:
  - (i) in the case of a natural person, their name, date of birth, place of birth,  
usual residential address and profession;
  - (ii) evidence of identity in accordance with Section 1.2 of the present  
Directive;
  - (iii) evidence of ownership of the motor vehicle sought to be registered in  
accordance with Section 1.3 of the present Directive;
  - (iv) in the case of a business, its name, the address of the principal place of  
business, its primary activities and such other details concerning its

- registration pursuant to UNTAET Regulation No. 2000/4 as may be required;
- (v) in the case of a body of a type specified in Section 6.1(d) of UNTAET Regulation No. 2001/6, its name, the address of its principal office, its main activities and such other details as may be required; and
- (b) in respect of the motor vehicle sought to be registered:
- (i) its make, model year, model and body color;
  - (ii) its identification number;
  - (iii) its seating capacity, the type of motive power used, its engine size, its number of cylinders and its maximum gross weight;
  - (iv) its origin, whether new or used;
  - (v) its date of purchase;
  - (vi) if it is a used motor vehicle, the current odometer reading and first registration date;
  - (vii) if it is an imported motor vehicle, a Customs Form evidencing compliance with all relevant customs procedures;
  - (viii) where applicable, the current licence plate number and the country of origin of those plates;
  - (ix) technical specifications concerning the motor vehicle;
  - (x) the primary use that will be made of the motor vehicle; and
  - (xi) insurance details as required in a subsequent UNTAET directive.
- (c) any other information or documentation as may be prescribed in an UNTAET directive.

1.2 An applicant shall produce any one of the following documents as evidence of identity as required by Section 1.1(a)(ii):

- (a) a valid passport or travel document;
- (b) an identification document issued by the East Timor Transitional Administration;
- (c) a valid driving licence bearing the applicant's photograph;
- (d) two references from chiefs of suco of sub-district or parish priest; or
- (e) copy of school diplomas and/or certificates; or

1.3 An applicant shall produce the following documents as evidence of ownership as required by Section 1.1(a)(iii):

- (a) Bill of Sale or transfer of ownership;
- (b) previous vehicle registration documents.

## Section 2 Provisional Registration

2.1 An applicant for provisional registration under Section 8 of UNTAET Regulation No. 2001/6 shall make a declaration certifying to the best of the applicant's knowledge:

- (a) whether the motor vehicle was obtained by way of gift or purchase;
- (b) when the motor vehicle was obtained or purchased;
- (c) from whom the motor vehicle was obtained or purchased; and
- (d) the purchase price of the motor vehicle, if relevant.

2.2 The Motor Vehicle Office may provide the form in which such declaration should take.

### Section 3 Inspection of Motor Vehicles

The inspection of motor vehicles by a person duly authorised by the Motor Vehicle Office may be prescribed in a subsequent UNTAET directive.

### Section 4 Registration decision

4.1 If further information or clarification is required in respect of an application under Section 7 of UNTAET Regulation No. 2001/6, the Motor Vehicle Office shall decide whether to approve or reject the application within ten (10) business days of receiving the further information or clarification.

4.2 The Motor Vehicle Office shall reject an application for registration made pursuant to Section 7 or Section 8 of UNTAET Regulation No. 2001/6 if one or more of the following grounds exists:

- (a) the identity of the applicant is not adequately established;
- (b) a false or misleading statement or document was provided in respect of the application for registration;
- (c) the motor vehicle is technically inadequate for its primary use and has failed an inspection conducted pursuant to Section 3 of the present Directive;
- (d) a fee which is required to be paid has not been paid.

4.3 An application for registration made pursuant to Section 7 or Section 8 of UNTAET Regulation No. 2001/6 shall also be rejected if ownership of the motor vehicle sought to be registered is not adequately established.

4.4 If an application for registration pursuant to Section 7 of UNTAET Regulation No. 2001/6 is rejected on the ground specified in Section 4.3 of the present Directive, the Motor Vehicle Office shall advise the applicant of their right to apply for provisional registration pursuant to Section 8 of UNTAET Regulation No. 2001/6.

Section 5  
Fees

5.1 Subject to Section 5.2 of the present Directive, an applicant shall, upon application for registration, pay the fees as set out in the table below:

**TABLE**

<b>Type of vehicle</b>	<b>Category</b>	<b>Fee \$US</b>
Motorcycle		5
Private Motor Vehicle		20
Commercial Vehicle	Passenger taxi	20
	Small truck/pick-up	50
	Bus	50
	Trucks and other utility vehicles	100

5.2 Subject to Section 5.3 of the present Regulation, the following natural persons or bodies shall be exempt from the payment of fees established by Section 5.1:

- (a) UNTAET, including the Civilian Police and the military component of UNTAET;
- (b) Representative Offices of foreign governments in East Timor; and
- (c) the United Nations and its specialized agencies.

5.3 Notwithstanding Section 5.2 of the present Directive, representatives of foreign governments in East Timor shall pay a fee when issued licence plates by the Motor Vehicle Office in an amount prescribed by Section 5.4 of present Directive.

5.4 The issue of licence plates by the Motor Vehicle Office shall be subject to the payment of a fee in the following amounts:

- (a) \$US6.00 for motor-cycles; and
- (b) \$US10.00 for all other vehicles.

5.5 The amount of the non-refundable administrative fee prescribed under the present Directive shall be US\$2.50.

Section 6  
Transfer of Ownership

6.1 Where the ownership of a motor vehicle has changed pursuant to UNTAET Regulation No. 2001/6, a vendor of a motor vehicle shall be required to provide a purchaser with:

- (a) evidence of ownership of the motor vehicle that is the subject of the commercial transaction; and
- (b) a Bill of Sale evidencing the transfer of the ownership of the motor vehicle to the purchaser.

6.2 A person who has registered a motor vehicle pursuant to Section 8 of UNTAET Regulation No. 2001/6 shall not transfer ownership of that motor vehicle until registration of that motor vehicle has been granted for an indefinite period, in accordance with Section 11.2 of UNTAET Regulation No. 2001/6.

### Section 7 Notification of Registration Details

7.1 The provision of a new Vehicle Registration Card and, where necessary, a new set of licence plates to a registrant pursuant to Section 13.2 of UNTAET Regulation No. 2001/6 shall be subject to the registrant returning the old Vehicle Registration Card and, where applicable, the old licence plates.

7.2 The provision of a new Vehicle Registration Card pursuant to Section 13.2 of UNTAET Regulation No. 2001/6 shall be subject to payment of a non-refundable administrative fee prescribed by Section 5.5 of the present Directive.

7.3 The provision of a new set of licence plates pursuant to Section 13.2 of UNTAET Regulation No. 2001/6 shall be subject to the payment of a fee prescribed by Section 5.4 of the present Directive.

### Section 8 Cancellation of registration

8.1 An application for cancellation under Section 14.1 of UNTAET Regulation No. 2001/6 may be made where a motor vehicle:

- (a) has been destroyed, on condition that supporting evidence is provided to the Motor Vehicle Office;
- (b) is no longer functional, on condition that supporting evidence is provided to the Motor Vehicle Office;
- (c) has been stolen, on condition that a police report regarding the theft is provided to the Motor Vehicle Office; or
- (d) has been exported, on condition that the applicable Customs Form and a commercial invoice describing the transaction are provided to the Motor Vehicle Office.

8.2 The Motor Vehicle Office may, at any time, cancel the registration of a motor vehicle if one or more of the grounds listed in Section 4.2 of the present Directive for rejection of an application exists.

8.3 Upon the cancellation of the registration pursuant to Section 8.2 of the present directive, the Motor Vehicle Office shall inform the registrant, in writing, of the fact or the ground for the cancellation.

8.4 Upon the cancellation of a registration, the registrant shall provide the Motor Vehicle Office with the Vehicle Registration Card and, if they are in the possession of the registrant, the licence plates issued in respect of the motor vehicle.

### Section 9 Vehicle Registration Cards

9.1 The design of a Vehicle Registration Card may vary according to whether the motor vehicle has been registered in accordance with Section 7 or Section 8 of UNTAET Regulation No. 2001/6.

9.2 Where a Vehicle Registration Card has been damaged, lost or stolen, the Motor Vehicle Office shall issue a replacement card to the registrant, provided that:

- (a) either:
  - (i) in the case of a damaged Vehicle Registration Card, the Card is returned to the Motor Vehicle Office; or
  - (ii) in the case of a lost or stolen Card, a police report is provided on the request of the Motor Vehicle Office; and
- (b) the registrant, pays a non-refundable administrative fee prescribed by Section 5.5 of the present Directive.

### Section 10 Licence Plates

10.1 Licence plates shall be affixed:

- (a) in the case of a motorcycle, at the rear of the vehicle;
- (b) in the case of a motor vehicle with an attached trailer, at the front and rear of the vehicle and the rear of the trailer; and
- (c) in the case of all other motor vehicles, at the front and rear of that vehicle,

in the area designated to carry licence plates.

10.2 Licence plates issued pursuant to the present Regulation shall remain the property of UNTAET.

10.3 No insignia or marking shall be permitted on licence plates issued pursuant to the present Regulation.

10.4 Where one or more licence plate has been lost or stolen, the Motor Vehicle Office shall issue the required number of replacement plates, provided that the registrant:

- (a) provides a police report concerning the loss or theft; and
- (b) pays a fee prescribed by Section 5.4 of the present Directive.

10.5 Pursuant to Section 16 of UNTAET Regulation No. 2001/6 licence plates shall take the following form:

- (a) dimensions of licence plates for all motor vehicles shall be:
  - (i) 137mm x 372mm for all motor vehicles other than motorcycles;
  - (ii) 105mm x 250mm for motor cycles; and
- (b) the letters TLS denoting Timor Lorosa'e shall be placed along the bottom of all licence plates; and
- (c) licence plates for government motor vehicles shall:
  - (i) be white in colour with black lettering;
  - (ii) have five (5) Arabic numerals with a diamond (◊) between the third and fourth numeral, followed by the Alpha character G; or
- (d) licence plates for diplomatic motor vehicles shall:
  - (i) be green in colour with black lettering;
  - (ii) have four (4) Arabic numerals with a diamond (◊) between the third and fourth numeral, followed by the Alpha characters CD; or
- (e) licence plates for motor vehicles of United Nations' agencies shall:
  - (i) be white in colour with black lettering;
  - (ii) have four (4) Arabic numerals with a diamond (◊) between the third and fourth numeral, followed by the Alpha characters IN; or
- (f) licence plates for all other motor vehicles shall:
  - (i) be white in colour with black lettering;
  - (ii) have four (4) Arabic numerals with a diamond (◊) between the third and fourth numeral, followed by two (2) Alpha characters denoting the district of origin of the motor vehicle.

## Section 11 Information Handling

11.1 Access by a registrant to personal information pursuant to Section 18.3 of UNTAET Regulation No. 2001/6 shall be subject to the payment by the registrant of a non-refundable administrative fee.

11.2 A request pursuant to Section 18.3(b) of UNTAET Regulation No. 2001/6 shall not be entertained where a registrant has failed to comply with notification of obligations under Section 13.1 of UNTAET Regulation No. 2001/6.

Section 12  
Administrative Penalties

The amount of any penalty imposed by the Motor Vehicle Office for administrative offences under Section 20 of Regulation No.2001/6 shall be an amount equal to 25% of the registration fee prescribed by Section 5.1 of the present Directive.

Section 13  
Entry into Force

The present Directive shall enter into force on 5 June 2001.

Sergio Vieira de Mello  
Transitional Administrator