

**BELIZE:**

**REFRIGERATION TECHNICIANS (LICENSING)  
REGULATIONS, 2025**

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*Refrigeration Technicians (Licensing)*

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**BELIZE:**

**STATUTORY INSTRUMENT**

**NO. 96 of 2025**

*REGULATIONS made by the Council of the Association of Refrigeration and Air Conditioning Technicians of Belize, with the concurrence of the Association, and with the approval of the Minister with responsibility for the environment, in the exercise of powers conferred upon them by section 28 of the Refrigeration Technicians (Licensing) Act, Chapter 149:01 of the Substantive Laws of Belize, Revised Edition 2020 and all other powers thereunto them enabling.*

*(Gazetted 5th July, 2025)*

**PART I**

*Preliminary*

1. These Regulations may be cited as the

Citation.

**REFRIGERATION TECHNICIANS (LICENSING)  
REGULATIONS, 2025.**

2. In these Regulations—

Interpretation.

“Act” means the Refrigeration Technicians (Licensing) Act;

CAP. 149:01.

“Admissions Committee” means the Admissions Committee appointed under section 14 of the Act;

“applicant” means a person who applies to be registered as a Refrigeration and Air Conditioning Technician;

“Chief Environmental Officer” means the Chief Environmental Officer of the Department of the Environment;

CAP. 328. “Department of the Environment” means the Department of the Environment established under section 3 of the Environmental Protection Act; and

“Education Committee” means the Education Committee appointed under section 14 of the Act.

## PART II

### *Licensing*

Requirements  
for licensing.

Schedule I.

3.–(1) An application to be licensed as a Refrigeration and Air Conditioning Technician under section 16 of the Act shall be in the form prescribed in Schedule I and accompanied by the relevant supporting documents specified under section 16(4) of the Act.

(2) For the purposes of section 16(4)(a) of the Act, evidence of professional qualifications refers to a diploma degree, fellowship, membership, licence, certificate, or other status or form of recognition or registration granted by a University, College or Board empowered to confer authority to a person to practice as a refrigeration and air conditioning technician by the law of the country or place where such diploma, degree, fellowship, membership, licence, certificate, or other status is granted and which–

(a) in the opinion of the Admissions Committee and Education Committee is evidence of satisfactory refrigeration and air conditioning training; or

(b) has been recognised by the Council in accordance with section 16(6) of the Act.

(3) An applicant shall pay the non-refundable application fee listed in Schedule II when submitting the application.

Schedule II.

4. Where the Council approves an application for a licence on the recommendation of the Admissions Committee, the applicant shall pay the corresponding licensing fee for members and non-members of the Association listed in Schedule II. **Licensing fee.**  
**Schedule II.**
5. A licence issued by the Council shall be in the form prescribed in Schedule III. **Form of licence.**  
**Schedule III.**
6. The Secretary of the Council shall, in accordance with section 17(2) of the Act—  
**Certificate of registration.**
- (a) cause the name of the technician to be entered in the Register of Refrigeration and Air Conditioning Technicians; and
- (b) furnish the applicant with a certificate of registration which shall be in the form prescribed in Schedule IV. **Schedule IV.**
- 7.—(1) The Register of Refrigeration and Air Conditioning Technicians which contains the information on Refrigeration and Air Conditioning Technicians required by section 11 of the Act shall be in the form prescribed in Schedule V. **Register of Refrigeration and Air Conditioning Technicians.**  
**Schedule V.**
8. A person who is issued with a certificate of registration shall display that certificate of registration in a conspicuous place in the business establishment of that person, or have it ready for presentation or inspection, as the case may be. **Requirement to display certificate.**
- 9.—(1) An application for the renewal of a licence as a Refrigeration and Air Conditioning Technician shall be submitted in the form prescribed in Schedule I. **Renewal of licence.**  
**Schedule I.**
- (2) A person applying for the renewal of a licence shall—

## Schedule II.

- (a) pay the applicable licensing fee listed in Schedule II;
- (b) submit any new or updated information on the following, but not limited to the applicant's—
  - (i) professional qualifications;
  - (ii) identity; and
  - (iii) address; and
- (c) submit any other relevant document or information requested by the Association.

(3) In determining whether to grant the renewal of a licence, the Council may consider the applicant's—

- (a) professional conduct in the exercise of the applicant's practice;
- (b) compliance with the reporting requirements; and
- (c) general history of compliance with the requirements of the Act and these Regulations.

## Refusal to grant a licence

**10.**—(1) Where the Council refuses to grant a licence, it shall notify the applicant in writing of the reasons for the refusal within fourteen days of its decision.

(2) An applicant who is aggrieved by the decision of the Council to refuse an application for a licence may, within fourteen days from the date of receipt of the notification under sub-regulation (1), appeal to the Chief Environmental Officer within the Department of the Environment, in writing, for a revision of the decision clearly outlining the basis of the request and providing any evidentiary material.

(3) The Chief Environmental Officer shall review the appeal and make a decision whether to grant or refuse the licence, and the decision of the Chief Environmental Officer shall be final.

**11.**-(1) Subject to section 17(5) of the Act, the Council may, by notice in writing to the licensee, suspend or revoke a licence if it is satisfied that the licensee—

Suspension or revocation of a licence.

- (a) has not complied with or is not complying with the terms and conditions set out in the licence;
- (b) has committed a breach of the provisions of these Regulations;
- (c) is not operating for the purposes for which the licence was granted;
- (d) has provided false or misleading information in relation to an application for a licence; or
- (e) has ceased to operate business.

(2) A notice issued under sub-regulation (1) shall specify—

- (a) the reasons for the suspension or revocation;
- (b) the date on which the suspension or revocation takes effect; and
- (c) in the case of suspension, the date on which, or the event in relation to which, the suspension may cease to have effect.

(3) A person whose licence has been suspended or revoked in accordance with this regulation shall surrender

the licence to the Council immediately, and in any event, not later than seven days from the date of receipt of the notice, whether or not the suspension or revocation is subject to any appeal.

(4) The name of a person whose licence is revoked by the Council shall be removed from the Register of Refrigeration and Air Conditioning Technicians.

### PART III

#### *Records*

Duty to file returns.

**12.**-(1) Every member of the Association shall, on or before the 30th of June of each year, file with the Council, an annual return for the period immediately preceding the date of the return.

Schedule VI.

(2) The return shall be in the form prescribed in Schedule VI.

(3) A member of the Association who knowingly provides false or misleading information in a return commits an offence.

(4) The Council may cause the name of a member to be removed from the Register if that member fails to submit a return in accordance with sub-regulation (1).

Duty of members to keep books.

**13.**-(1) Every member of the Association shall keep books, records, financial statements, and other information of all transactions that the member carries out in practice.

(2) These records shall include, but shall not be limited to the following-

(a) the name of any controlled substance used in carrying out the service;

- (b) the amount of controlled substance or equipment that was used in carrying out the service during the reporting period;
- (c) whether the substance used is recycled, recovered or reused;
- (d) the quantity of recycled, recovered or reused substance used in carrying out the service;
- (e) the type of service performed;
- (f) the particulars of the equipment serviced;
- (g) the date, time, and duration of the practice;
- (h) fees charged; and
- (i) any other relevant information the Council considers necessary.

(3) It shall be the duty of each member to keep the records for a minimum period of five years.

**14.** For the purposes of ensuring compliance with the provisions of the Act and these Regulations, members shall allow and facilitate access to their records for inspection by the Association and by officials from the Department of the Environment.

Inspections.

#### PART IV

##### *Offences and Penalties*

**15.** Any member who fails to keep books, records, financial statements, and other information prepared or supplied of all transactions and practice carried out commits an offence and

Penalty for failure to keep books and records.

is liable on summary conviction to a fine not exceeding two thousand dollars or to imprisonment for a period not exceeding three months, or to both such fine and imprisonment.

**Prohibition from tampering with records.**

**16.** Any person who interferes or tampers with or makes any unauthorised alterations to any books, records, financial statements, and other information that records all transactions and practice, or otherwise intentionally and without authorisation, modifies or destroys such records commits an offence and is liable on summary conviction to a fine not exceeding two thousand dollars or to imprisonment for a period not exceeding six months, or to both such fine and imprisonment.

**Offence of aiding and abetting.**

**17.** A person who aids and abets the commission of any offence under these Regulations commits an offence and is liable on summary conviction to a fine not exceeding three thousand dollars or imprisonment for a period not exceeding six months, or to both such fine and imprisonment.

**Offence by corporation.**

**18.** Where an offence under these Regulations is committed by a body corporate, every person who at the time of the commission of the offence was a director, general manager, secretary, or other similar officer of the body corporate, or a person purporting to act in any such capacity shall be deemed to have committed the offence unless that person proves that the offence was committed without consent or connivance of that person and that all such diligence to prevent the commission of the offence as ought to have been exercised was exercised, having regard to the nature of the functions of that officer in that capacity and to all the circumstances.

**General penalty.**

**19.** A person who commits an offence under these Regulations for which no penalty is specifically provided is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding one year, or to both such fine and term of imprisonment.

## PART V

*Miscellaneous*

- 20.** Every member of the Association shall adhere to the code of conduct set out in Schedule VII. **Requirement to adhere to code of conduct. Schedule VII.**
- 21.** A prosecution for an offence under these Regulations shall be commenced within two years after the commission of the offence or within two years after the Association becomes aware of the offence, whichever is the later. **Limitation period.**
- 22.** These Regulations are subject to negative resolution. **Negative resolution.**

SCHEDULE I
[regulation 3(1) and 9(1)]

Application Form for Licence/Renewal



APPLICATION FOR LICENSING AND REGISTRATION OF REFRIGERATION AND AIR CONDITIONING TECHNICIAN

- Application options: New Application, Application for Renewal

- 1. Name: (first) (middle) (last)
2. Company
3. Address: (street) (town) (district)
4. Date of Birth: (day) (month) (year)
5. Tel: 6. Email:
7. Level applying for: DBA, T1, T2, TC, M
8. Brief description of Education and/or Qualifications:
9. Years of Experience for Level applying for:
10. Has any previous application been made? YES, ID# NO
11. If previous application was not approved, explain why:

Date: Applicant Signature (Signature must not touch the line)

(A non-refundable application fee of BZ \$200.00 for first time issues and renewal). The fee can be paid at Heritage Bank. Kindly present Receipt, along with the Application Form.

FOR OFFICAL USE ONLY

Approved. [ ] Not Approved [ ]

Comments:

President
ARACT

SCHEDULE II  
[regulations 3(3), 4 and 9(2)]

*Licence Fees*

Application Fee (Non-refundable)	\$10.00
Members	\$125.00
Non-members	\$200.00

SCHEDULE III  
[regulation 5]

Licence

**ARACT TECHNICIAN LICENCE**



ID: 50002  
 NAME: JOHN DOE  
 DOB: 06/03/1972  
 ADDRESS: BELMOPAN  
 CLASSIFICATION: T11



ISSUED:   
EXPIRES:



Name  
 Signature  
**President**

**TECHNICIAN CERTIFIED TO PRACTICE UNDER LICENSING ACT 2010  
LAWS OF BELIZE**

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**CLASSIFICATION**

- DBA Authorized Refrigeration systems
- T1 Refrigeration Systems ≤ 1.5kg of Refrigerant
- T11 Refrigeration Systems containing ≥ 1.5kg of refrigerant
- TC Craftsman in Commercial/Industrial Refrigeration
- M Mobile Air Conditioning Units



50002

SCHEDULE IV  
[regulation 6(b)]

*Certificate of Registration*

**CERTIFICATE OF REGISTRATION**

THIS IS TO CERTIFY THAT

**NAME HERE**

**ASSOCIATION FOR REFRIGERATION AND AIR CONDITIONING TECHNICIANS**

is a member of ARACT registered in accordance with Section 16 of the Refrigeration Technicians (Licensing) Act to practice as a Refrigeration and Air Conditioning technician in Belize

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
President





SCHEDULE VI
[regulation 12(2)]

Annual Returns of Members

ASSOCIATION OF REFRIGERATION AND AIR-CONDITIONING TECHNICIANS
ANNUAL RETURN FORM
FOR BUSINESS OR COMPANY ONLY

FORM 1



Business/Company Name:

Address of Business/Company Office:

Company's Registration #:

Date of Registration of Company:

Company Owner/s and/or Partners:

Contact Person:

Services Provided:

- Maintenance of refrigeration systems
Installation of refrigeration systems
Repair of refrigeration systems
Installation of air-conditioning systems
Repair of air-conditioning systems
Other (please specify)

Certifications and Memberships

- Please provide details of relevant certifications and memberships
Member of ARACT
Member of American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)
Other Certifications or Memberships (please specify)

Number of Technicians:

Number of Technicians Certified in Refrigeration:

Number of Technicians Certified in Air-Conditioning:

Declaration:

I hereby confirm that the information provided above is true and accurate to the best of my knowledge.

Name of Contact Person: (Print name)

Date:

Submission Instructions:

Please submit this completed form to the Association of Refrigeration & Air-Conditioning Technicians at the following address: [Association Address]

If you have any questions or require further assistance, please contact us at [Phone Number] or [Email Address].

Note: Ensure that all required fields are completed accurately before submitting the form. Thank you for your cooperation.



**ASSOCIATION OF REFRIGERATION AND AIR-  
CONDITIONING TECHNICIANS  
ANNUAL RETURN FORM  
INDIVIDUAL TECHNICIAN FORM**

FORM 2

**Personal Information:****Name:****Address:****Phone Number:****Email address:****Association Membership Number:****Certifications:**

- Institutional Technical Vocational Education Training Certificate  
 Other Certifications or Memberships (please specify)

**Areas of Expertise:**

- Refrigeration Systems  
 Air Conditioning Systems  
 Heat Pumps  
 Other (please specify)

**Total Years of Experience** in refrigeration & air-conditioning: \_\_\_\_\_**Training and Continuing Education:**

Please list any recent training courses or continuing education related to refrigeration and air-conditioning:

**Declaration:**

I affirm that the information provided above is accurate and complete to the best of my knowledge.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Submission Instructions:**

Please submit this completed form to the Association of Refrigeration & Air-Conditioning Technicians at the following address:  
 [Association Address]

If you have any questions or require further assistance, please contact us at [Phone Number] or [Email Address].

**Note:** Ensure that all required fields are completed accurately before submitting the form. Thank you for your cooperation.

SCHEDULE VII  
*[regulation 20]*

*Code Of Conduct*

This is the Code of Conduct for the members of the Association for Refrigeration and Air Conditioning Technicians of Belize (hereinafter referred to as “ARACT”)

**1. Purpose**

**1.1** The purpose of the Code of conduct is to foster a professional, positive, and inclusive community of technicians that value the profession, and respect and collaborate with each other.

**1.2** The Code of Conduct outlines the expectation of the members of ARACT to maintain a professional and inclusive environment.

**2. Principles**

**2.1** Professionalism: Members of the Association shall conduct themselves in a professional manner. They shall be honest with their clients and shall provide the highest standards of service at all times.

**2.2** Respect: The members of the Association shall comport with respect and consideration for themselves, their peers, and their clients despite any differences in opinion, experience, background, or ethnicity.

**2.3** Inclusivity: The members of the Association shall embrace diversity, creativity and inclusivity and create an environment where the opinions of the members and the clients are valued and welcomed.

**2.4** Collaboration: The members of the Association are encouraged to collaborate with each other as well as with other professionals, to have open communication and to foster a spirit of teamwork and mutual support.

**2.5 Confidentiality:** The members of the Association shall keep sensitive information confidential; the sharing of information obtained through the practice of their profession shall not be disclosed to anyone.

**2.6 Fairness:** The members of the Association shall ensure that they act with fairness and impartiality in decision-making processes, and that this shall be reflected in the pricing of their services.

**2.7** Members shall avoid any action that shows favouritism or discrimination.

### **3. Behaviour Guidelines**

**3.1** The Members of the ARACT commit to adhering to the good servicing practices for the Refrigeration and Air Conditioning Sector. The Members commit to participating actively in the Association and to attending training seminars.

**3.2 Communication Etiquette:** The Members of the Association shall communicate respectfully and constructively, and shall avoid offensive language, personal attacks, or disruptive behaviours.

**3.3 Conflict of Interest:** The Members of the Association shall conduct themselves in a professional manner at all times and shall avoid all situations which may give rise to potential conflicts of interest, in particular with respect to personal and/or family interests that might influence their independent judgment and come into conflict with their responsibilities as refrigeration and air conditioning technicians.

**3.4 Conflict Resolution:** Should conflict arise, the Members of the Association shall address conflicts in a constructive and professional manner. They shall seek mediation or assistance from the leadership of the Association, as appropriate.

**3.5 Compliance with Laws:** The Members of the Association shall adhere to the Rules and Regulations governing the ARACT, and shall comply with all legislation related to Ozone Layer protection and the relevant environmental laws of Belize and any related guidelines and directives in their association-related activities.

**4. Reporting Violations**

**4.1** Reporting Process: The Members of the Association owe themselves and the Association a duty to report issues of non-compliance of the Code of Conduct to the Legal Committee of the Association.

**4.2** Investigation and Action: The Association, through the Legal Committee, shall promptly investigate any report of non-compliance with the Code of Conduct.

**4.3** The Association shall conduct their investigations objectively and impartially with regard to due process.

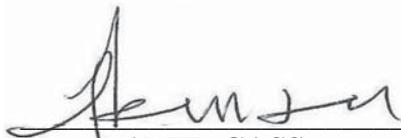
**4.4** The Association shall ensure that the appropriate action is taken on the basis of their findings. These may include warnings, temporary suspension, or expulsion from the Association.

**5. Acknowledgment**

**5.1** By becoming a member of Association for Refrigeration and Air Conditioning Technicians of Belize, a member acknowledges and agrees to abide by this Code of Conduct.

**5.2** The Association reserves the right to update or modify this Code as needed to maintain a positive and inclusive community of refrigeration and air conditioning technicians.

**MADE** by the Council of the Association of Refrigeration and Air Conditioning Technicians of Belize, with the concurrence of the Association, this 3rd day of July, 2025.



(AMIR CASS)

President

Council of the Association of  
Refrigeration and Air Conditioning Technicians

**APPROVED** by the Minister responsible for the environment this 3rd day of July, 2025.



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**(HON. ORLANDO HABET)**

Minister of Sustainable Development, Climate Change and  
Solid Waste Management  
*(Minister responsible for the environment)*