

GOVERNMENT NOTICE NO.579 published on 9/8/2019

THE CHEMIST PROFESSIONALS ACT
(ACT NO. 9 OF 2016)

REGULATIONS

(Made under section 35)

THE CHEMIST PROFESSIONALS (GENERAL) REGULATIONS,
2019

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THE CHEMIST PROFESSIONALS ACT
(No.9 OF 2016)

REGULATIONS

(Made under section 35)

THE CHEMIST PROFESSIONALS (GENERAL) REGULATIONS,
2019

PART I PRELIMINARY PROVISIONS

1. These Regulations may be cited as the Chemist Professionals (General) Regulations, 2019.

2. In these Regulations, unless the context otherwise requires-

“assistant chemical laboratory technologist” has the meaning ascribed to it under the Act;

“certificate” has the meaning ascribed to under the Act;

“chemist” has the meaning ascribed to it in the Act;

“chemical laboratory technologist” has the meaning ascribed to it in the Act;

“chemist professionals” has the meaning ascribed to it in the Act;

“committees” has the meaning ascribed to it in the Act;

“Council” has the meaning ascribed to it in the Act;

“List” has the meaning ascribed to it in the Act;

“Minister” has the meaning ascribed to it in the Act;

“Register” has the meaning ascribed to it in the Act;

“Registrar” has the meaning ascribed to it in the Act;

“Roll” has the meaning ascribed to it in the Act;

“supervisory authority” has the meaning ascribed to it in the Act;

“supervisor” means any person who supervises day to day activities of an intern; and

“training centre” means an institution or organisation or company or industry authorized by the Council to conduct internship related to chemist profession.

PART II
REQUIREMENTS FOR REGISTRATION, ENROLMENT OR
ENLISTING OF CHEMIST PROFESSIONALS

Application for
registration,
enrolment or
enlisting

3.-(1) A chemist professional who wishes to be registered, enrolled or enlisted by the Council shall be required to fill in and submit to the Registrar application form set out in the First Schedule to these Regulations.

(2) Every application for registration made under subregulation (1) shall be accompanied by a non refundable fee as prescribed in the second schedule to these Regulations.

(3) An application for registration, enrollment or enlisting made under subregulation (1) shall, in addition to the requirements set out under these Regulations be accompanied by the following:

- (a) certified copies of a degree certificate for a chemist;
 - (b) certified copies of a diploma certificate for a Chemical Laboratory Technologist;
 - (c) certified copies of certificate for an Assistant Chemical Laboratory Technologist;
 - (d) duly filled application set out in first schedule to these Regulations;
 - (e) proof of payment of application fee as prescribed in the Second Schedule to these Regulations;
 - (f) two recent colored passport size photographs;
 - (g) full transcript of academic record certified by a head of the institution or academic body where he graduated;
 - (h) certified copies of internship certificate of a Chemist; and
 - (i) any other information that the Council may require.
- (4) A person who practices chemist profession shall be required to-
- (a) fulfill the requirement set out under subregulation (3)(a) to (g);
 - (b) submit a certified copy of employment contract or

- letter;
- (c) any other information that the Council may request.
- Requirement for
chemist
professionals
trained outside
Tanzania
- 4.-(1) A chemist professional trained outside Tanzania who wishes to practice in Tanzania shall be required to fulfill the requirements prescribed under regulation 3(1),(2) and (3).
- (2) The practicing certificate submitted under subregulation (1), shall be required to be certified by the respective accredited body in Tanzania.
- Exemption for
registration,
enrollment or
enlisting
5. A person who, on coming into force of these Regulations, was not practicing as chemist professional, but wishes to be registered, enrolled or enlisted shall-
- (a) be registered, enrolled or enlisted before 31st December of each year;
 - (b) file information with the Council in prescribed manner for the retention of his name in the register, roll or list;
 - (c) pay retention fee prescribed as set out in the 2nd schedule to these Regulations; and
 - (d) be exempted from other requirements provided under these Regulations.
- Procedure for
internship
training
- 6.-(1) A person who intends to undergo internship training shall be required to fulfill the following-
- (a) apply through a registrar to the training centre to undertake internship training by filling the application form as prescribed under the third schedule to these regulations;
 - (b) upon satisfaction of academic qualifications, the Registrar shall communicate with the training centre on the availability of the placement of the applicant for internship;
 - (c) after communication under paragraph (b), the Registrar shall endorse an application Form CPC.03 and assign an intern to a training centre;
 - (d) upon completion of the internship, the intern shall submit to the Registrar an internship report in a manner prescribed under as set out in the Fourth Schedule to these Regulations;
 - (e) a supervisor at the training centre, shall submit a confidential report of the intern to the Registrar in the manner prescribed in form in the Fifth Schedule to these Regulations.

(2) The cost for attending internship training shall be borne by the intern.

Registration of
foreign chemist

7.-(1) A foreign chemist who wishes to practice chemist profession in Tanzania may be temporarily registered.

(2) Subject to subregulation (1) the foreign chemist shall be required to fill in and submit the application form prescribed in the Sixth Schedule to these Regulations to the Registrar.

(3) An application for registration made under subregulation (1) shall be accompanied by a non-refundable fee as prescribed in the Second Schedule to these regulations.

(4) An application for registration made under subregulation (1) shall, in addition to the requirements set out under these Regulations, be accompanied by the following:

- (a) declaration showing his intention to work in Tanzania;
- (b) evidence of registration as a chemist from the recognised accreditation body from his country;
- (c) a certified copy of the offer for employment or contract letter;
- (d) justification from the current or former employer that he is capable of practicing as a chemist;
- (e) certified copies of a degree certificate by a recognised accreditation body in Tanzania;
- (f) full transcript of academic record certified by a head of the institution or academic body where the applicant graduated;
- (g) duly filled application Form CPC.06 set out under Sixth Schedule;
- (h) proof of payment of application fee as prescribed under Form in the Second Schedule to these Regulations;
- (i) two recent colored passport size photographs;
- (j) certified copy of passport and visa;
- (k) evidence that he is a physically fit and good standing as a chemist; and
- (l) any other information that the Council may request.

(5) In addition to the requirements specified under subregulation (4), the applicant for temporary registration shall be required to have satisfactory knowledge of Kiswahili, English or both.

Issuance and
renewal of

8.-(1) The Council shall, upon consideration of the application, direct the Registrar to issue practicing certificate to

practicing certificates	<p>a successful applicant as provided for in the Seventh Schedule to these Regulations.</p> <p>(2) Subject to the requirements of subregulation (1), the Council shall issue a certificate for-</p> <p>(a) registration;</p> <p>(b) enrollment; and</p> <p>(c) enlisting.</p> <p>(3) The validity of certificate for registration, enrolment or enlisting, shall be three years and shall be renewable upon payment of the prescribed fee.</p> <p>(4) The validity for temporary registration shall be as prescribed under section 15(1)(a) of the Act.</p>
Removal of chemist professional from the register	<p>9. The Registrar may remove any chemist professional from the register who:</p> <p>(a) no longer complies with the requirements and conditions for registration, enrollment or enlisting;</p> <p>(b) fails to renew his license six months after expiry; and</p> <p>(c) is unfit to practice as prescribed under section 28(2) of the Act.</p>
Retention of names in register	<p>10. Every person registered, enrolled or enlisted shall, before 31st December of each year, file information with the Council as prescribed in the Eighth Schedule to these Regulations.</p>

PART III
APPOINTMENT, DUTIES AND POWERS OF INSPECTORS

Appointment and qualifications of inspectors	<p>11.-(1) Subject to section 6(d) of the Act, there shall be inspectors appointed by the Council to conduct inspection.</p> <p>(2) A person shall not be appointed as an inspector unless that person possess the following minimum qualifications:</p> <p>(a) is a public servant with a bachelor degree and minimum experience of three years in the public service;</p> <p>(b) is a registered chemist; and</p> <p>(c) any other qualification as may be prescribed by the Council.</p>
Powers and functions of inspectors	<p>12.-(1) In the course of conducting inspection, an inspector shall exercise the following powers and functions:</p> <p>(a) enter any premises where chemist profession is</p>

- being practiced at any reasonable time for the purpose of conducting inspection;
 - (b) issue directives with regard to the inspection conducted;
 - (c) order temporary closure of any activity involving chemist professional misconduct;
 - (d) seize anything or property used in the commission of an offence under the Act;
 - (e) adduce evidence before the court or any other relevant office;
 - (f) inspect, examine and make copy of certificates, records and other documents relating to practicing of the chemist professional; and
 - (g) perform any other functions as may be directed by the Registrar or the Council.
- (2) When conducting inspection under subregulation (1), an inspector may be accompanied by a police officer of the rank of an inspector.
- (3) A person appointed as an inspector under this regulation shall not conduct himself in such manner as to put the profession or the Council reputation into disrepute.
- (4) An inspector discharging his duties shall be required to abide to the code of conduct and ethics for inspectors prescribed in the Ninth Schedule to these Regulations.
- (5) Any person who:
- (a) willfully delays or obstructs an inspector in the exercise of his powers or functions;
 - (b) refuses or fails without reasonable excuse, to give any information which he is lawfully required to give; or
 - (c) gives false information,
- commits an offence and on conviction shall be liable to a fine of not less than one hundred thousand shillings and not exceeding five hundred thousand shillings.

Procedure for
conducting
inspection

- 13.-(1) An inspector shall conduct inspection upon directive of the Registrar on behalf of the Council.
- (2) Before entering into any premises, an inspector shall produce an identity card or identification letter issued by the Registrar on behalf of the Council.
- (3) The inspector, upon completion of every inspection shall be required to prepare and submit to the Registrar an inspection report in a format set out in the Tenth Schedule to these Regulations.

Disqualification
of inspectors

14. An inspector shall be disqualified to perform his functions if he-

- (a) dies or resigns for any reason;
- (b) is convicted of a criminal offence for a term of or beyond six months;
- (c) is physically or mentally impaired and approved as such by a medical board in Tanzania or any other licensing authority responsible for health regulation in any other jurisdiction;
- (d) is disqualified to practice by the Council due to inquiry procedures;
- (e) is proved to have committed a professional misconduct;
- (f) is convicted of an offence involving dishonesty, fraud or moral turpitude;
- (g) is alleged to have committed any malpractice, negligence, or professional misconduct or disobedience of any regulation or directive issued under the Act and these Regulations;
- (h) fails to abide by the terms, conditions or limitations of a registered, enrolled or enlisted chemist professional;
- (i) has a conflict of interest which affects his professional;
- (j) abets and aids the illegal practice of chemistry profession; or
- (k) does anything which is prohibited by the Act or these Regulations.

Suspension or
cancellation of
practicing
certificate

15.-(1) Where a chemist professional fails to pay subscription fees for six consecutive months after the 31st December each year, the Council may suspend his practicing certificate.

(2) Where a chemist professional fails to pay subscription fees for nine consecutive months after the 31st December each year, the Council may council his practicing certificate.

(3) Subject to the provision of section 30 of the Act, the Council may suspend or cancel a certificate issued to a chemist professional.

(4) In the occurrence of events specified under subregulation (3), the chemist professionals, shall surrender the certificate and any other documents which may be specified thereof.

(5) When it is satisfied that the chemist professional has fulfilled the requirements subject to inquiry procedures, the

Council may restore the certificate of a chemist professional.

PART IV
ESTABLISHMENT, FUNCTIONS, COMPOSITION AND
PROCEDURES OF THE COMMITTEES

Committees of
Council

16.-(1) Pursuant to section 8(2) of Act, the Council may establish the following committees:

- (a) registration, enrollment and enlisting committee;
- (b) ethics and disciplinary committee; and
- (c) practice review and professional advancement committee.

(2) The functions of the registration, enrollment and enlisting committee shall be to:

- (a) review the applications of the chemist professionals;
- (b) advise the Council on matters of registration, enrollment and enlisting of chemist professionals; and
- (c) advise the Council with respect to any other matters that the Council considers necessary or appropriate in connection to the exercise of its powers and functions.

(3) The functions of the ethics and discipline committee shall be to-

- (a) monitor compliance of chemist professionals;
- (b) ensure that code of ethics and conduct is adhered to;
- (c) advise and recommend to the Council the appropriate action to be taken against misconduct;
- (d) review complaints received and recommend appropriate action to be taken by the Council;
- (e) conduct ethics inquires as recommended or directed by the Registrar or the Council; and
- (f) perform such other functions as may be directed by the Registrar or the Council.

(4) The functions of the practice review and professional advancement Committee shall be to-

- (a) develop and recommend to the Council plans for advancement of chemist professionals;
- (b) develop and recommend to the Council for approval, standards of training centers for internship trainings;
- (c) notify the public from time to time through various means of communication on the significance of chemist profession;

- (d) develop and implement advancement programs of chemist professionals for further education through training, seminars, conferences, exchange programs and attachments both at national and international levels.
- (e) develop and implement procedures for collaboration between the Council and other institutions or organizations at national and international levels in dealing with chemist profession; and
- (f) perform such other functions as may be directed by the Registrar or the Council.

Composition and
procedures of the
committees

17. The composition and procedure of the committees shall be as prescribed in the Eleventh Schedule to these Regulations.

PART V GENERAL PROVISIONS

Fees and charges

18. All fees and charges paid under these Regulations on services provided by the Council shall be-

- (a) as provided in the Second Schedule;
- (b) paid in Tanzanian Shillings for Tanzanians or United States Dollars for foreigners; and
- (c) neither refundable nor transferable.

Compounding
offences

19.-(1) Pursuant to section 40 of the Act, the Council, for purpose of facilitating implementation of the Act, may compound offences for the penalties set out under Twelfth Schedule to these Regulations.

(2) Subject to subregulation (1), a person who admits to have committed an offence under the Act, shall fill in the Form CPC.13 as prescribed in the Thirteenth Schedule to these Regulations.

(3) Where a person fails to comply with the order issued under these Regulations within fourteen days, the Council shall in addition to money ordered, require that person to pay an interest of 0.1% for each exceeding day.

CPC.01

FIRST SCHEDULE

(Made under regulations 3(1) and 3(3)(d))

THE UNITED REPUBLIC OF TANZANIA



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MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Application Form for Registration, Enrolment and Enlisting of Chemist Professionals

1. Personal details:

Name:

Gender:.....

Date of birth:.....

Nationality:.....

Physical address:.....

Postal address:.....

Email address:.....

Contact Tel No.....

Telephone No./Cell phone No. :.....

Fax:.....

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ID/Passport No:.....

2. Academic Qualifications and Experience

(a) University/college Date Qualification obtained with dates

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

(b) Internship certificate (institution and duration)

.....

(c) Work experience

(i) Organisation

Position held

Date

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

(ii) Government Gazette No. (For Government Analysts or
Government Laboratory Analysts)

GN NO. 579 (contd)

Declaration:

I declare that, the given information is true and correct to the best of my knowledge and understanding.

Signature..... Date

	Referee 1	Referee 2	Referee 3
Name
Designation
Postal address:
Contact Tel/Mobile
Email Address:

FOR OFFICIAL USE

1. Date application received
2. Name and Signature of the receiving officer
3. Registration fee paid Receipt No.....
4. Documentary evidence attached to the application consist of
.....
.....
.....
5. Registrar's comments

SECOND SCHEDULE

(Made under regulations 3(2), 3(3)(e), 5(1)(c), 7(3) and 7(4)(h))

THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Fees and Charges

S/N	ITEMS	AMOUNT
1.	Application fee	50,000/=
2.	Registration fee	200,000/=
3.	Enrollment fee	150,000/=
4.	Enlisting fee	100,000/=
5.	Application fee for temporary registration	
	(i) 1-30 days	100\$
	(ii) Above 1 month but not exceeding 3 months	200\$
	(iii) Above 3 month but not exceeding 6 months	300\$
	(iv) Above 6 month but not exceeding 12 months	500\$
6.	Continuing education, trainings, seminars, conferences, exchange programs and attachments fee	100,000/= / day / person
7.	Retention fee	200,000/=
8.	Restoration fee	100,000/=

9.	Penalty for delay of annual subscription fee	100,000/=
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CPC.03

THIRD SCHEDULE

(Made under regulation 6(1)(a) and 6(1)(c))

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Application Form for Internship Training

Affix photo

1. Personal details:

Name:

Gender:.....

Date of birth:.....

Nationality:.....

Physical address:.....

Postal address:.....

Email address:.....

Contact Tel No.....

Telephone No./Cell phone No. :.....

Fax:.....

ID/Passport No:.....

2. Academic Qualifications

(a) University/college	Qualification	Year
.....
.....
.....

Declaration:

I declare that, the given information is true and correct to the best of my knowledge and understanding.

Signature..... Date.....

	Referee 1	Referee 2
Name
Designation
Postal address:
Contact Tel/Mobile
Email Address:

FOR OFFICIAL USE

1. Date application received
2. Name and Signature of the receiving officer
3. Documentary evidence attached to the application consist of

4. Registrar's comments

CPC.04

FOURTH SCHEDULE

(Made under regulation 6(1)(d))

THE UNITED REPUBLIC OF TANZANIA



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MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Internship Report Format

1. Name of the Student:
2. Name of the Training Center:
3. Department/Section/Unit:.....
4. Training Date:.....
5. Introduction

The introduction should explain the general information about the entire organisation to a specific description of the intern's day-to-day environment. In addition, include information about the company's name, location, products or services, size, and so forth. What type of work was done, when, and how did the intern fit into the overall organisational structure; a flow chart or hierarchy diagram would be appropriate here.

6. Activities conducted

The narrative section gives a detailed account of the day-to-day activities of the workplace. This section is descriptive and factual, saving evaluation and analysis for the subsequent section. The plan of organisation will vary, depending on the situation. It may be chronological, describing what the student did in the order it was done. Or it could be organized by skill group, describing, for example, the editing jobs, then the writing jobs, and finally the production jobs. Or it could be by order of importance, beginning with the lower level tasks and working toward the more challenging and larger projects.

One thing that is required to complete this section is a log or journal to be kept by the intern from the very beginning of the internship. This log will provide an invaluable record for the student when it comes time to summarize the whole experience.

7. Analysis and Evaluation

The analysis and evaluation section enables the student to discuss and criticize the actual writing produced on the job. The previous sections are valuable as a source of information for the readers of the internship report. But this section is probably the

most valuable for the intern because it calls on the student to think about and articulate what has been learned during the internship.

Here the student gets a chance to professionally critique the organisation as a whole and to evaluate its treatment of him or her, as well as other employees. The student also has the opportunity to evaluate his or her own overall performance as well as the quality of particular technical writing documents produced.

This section offers a unique chance to reflect on professional identity, management, and practice in the workplace, as well as the nature and quality of technical documents.

8. Conclusion

The conclusion should given a summary of the contents of the report and what the intern learned throughout the internship period. In this section, the intern may also give an account of challenges faced and recommendations aimed at improving the organisation and professionalism.

9. Recommendation

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

10. Appendix

The intern will append materials such as monthly prepared and signed reports and other documents which will be of interest.

Supervisor's name: Title/Designation..... Signature:

Email: Phone/Mobile No.: Date:

Head of Training Centre: Title/Designation..... Signature:

Email: Phone/Mobile No.: Date:

FIFTH SCHEDULE

(Made under regulation 6(1)(e))

THE UNITED REPUBLIC OF TANZANIA



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MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Intern Confidential Assessment Form

Intern's Name: Name of Training Center.....

Supervisor:..... Title/Designation:.....

Signature:..... Date:.....

PART I

Please complete this evaluation at the end of the intern's training period. Please use the scale below to evaluate your intern's performance in the following areas:

ASSESSMENT KEY						
1	2	3	4	5	6	
Not observed	Needs more training or education	Performing below expectations	Average performance	Above average performance	Superior performance	
1. General Workplace Performance						
Attendance				1	2	3
Punctuality				1	2	3
Appropriate dress				1	2	3
Attitude				1	2	3
Acceptance of criticism				1	2	3
Asks appropriate questions				1	2	3
Self-motivated				1	2	3
ethical behaviour				1	2	3
2. Specific Job Assignment Performance						
Sufficient knowledge to perform tasks				1	2	3

Chemist Professionals (General)

GN NO. 579 (contd)

Verbal communication skills	1	2	3	4	5	6
Written communication skills	1	2	3	4	5	6
Analytical skills - analyses problems and takes appropriate actions	1	2	3	4	5	6
Uses technical skills required for the task	1	2	3	4	5	6
Meets deadlines	1	2	3	4	5	6
Takes initiative to get job done, including overcoming obstacles	1	2	3	4	5	6
Sets priorities	1	2	3	4	5	6
Team player or works well in team tasks	1	2	3	4	5	6

3. How would you assess the intern's overall performance?
☐ unsatisfactory ☐ below average ☐ Average ☐ above average ☐ outstanding

PART II

This section gives you the opportunity, as an experienced professional, to make recommendations that would help in the professional development of the intern.

4. What do you consider the major strengths of this intern?
5. What areas need improvement?
6. What would you recommend to make this intern better prepared for work (e.g. courses, activities, skills acquisition, programs, others)?
7. Other comments or recommendations:

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

Head of Training Center:..... Title/Designation.....

Signature:..... Date:.....

Official Stamp:

Thank you for your time in completing this evaluation!

Please place this form in a sealed envelope and address to:, Office of the
Contact: Tel:
Ext. or Email:

SIXTH SCHEDULE

(Made under regulation 7(2) and 7(4)(g))

THE UNITED REPUBLIC OF TANZANIA



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MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Application Form for Temporary Registration of Foreign Chemist

1. Personal Details:

Name:
Gender:.....
Date of birth:.....
Nationality:.....
Physical address:.....
Postal address:.....
Email address:.....
Contact Tel No.....
Telephone No./Cell phone No. :.....
Fax:.....

2. Non Residence's Information

- (a) Work permit No:
(b) Passport No:
(c) Residence permit No:
(d) Professional Registration No.outside Tanzania (where applicable)

3. Academic Qualifications and Experience

- (a) University/college date Qualification obtained with dates

GN NO. 579 (contd)

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

(b) Work experience

Organisation	Position held	Date
.....
.....
.....

Declaration:

I declare that, the given information is true and correct to the best of my knowledge and understanding.

Signature..... Date.....

	Referee 1	Referee 2	Referee 3
Name
Designation
Postal address:
Contact Tel/Mobile
Email Address:

FOR OFFICIAL USE

6. Date application received
7. Name and Signature of the receiving officer
8. Registration fee paid Receipt No.....
9. Documentary evidence attached to the application consist of
-
10. Registrar's comments

NOTE: Referee 1 (Host); Referee 2 (Embassy); Referee 3 (Previous Employer)

CPC.07

CN: 0000

/mm/yy/Code-odd

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SEVENTH SCHEDULE

(Made under regulation 8(1))

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY AND
CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Certificate of Registration, Enrolment or Enlisting

This is to certify that (name)..... of P.O. Box..... on this..... day of,
20..... has been approved and registered, enrolled or enlisted in Mainland Tanzania to practice
as under The Chemist Professional Act, and granted Registration No. (Act-type-0000).

The special conditions attached to this certificate are:

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

This certificate remains valid until day of, 20.....

.....
REGISTRAR

.....
CHAIRMAN

CPC.08

EIGHTH SCHEDULE

(Made under regulation 10)

THE UNITED REPUBLIC OF TANZANIA



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MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY AND
CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Retention of a Name in the Register

1. Personal details:

Name:
Gender:
Nationality:
Physical address:
Postal address:
Email address:
Contact Tel No.
Telephone No./Cell phone No. :
Fax No:
ID/Passport No:
Job title:

2. Registration Status:

Registration No.
Registration Date:

3. Employment Information

Current employer (If changed):

.....
.....

Job description:

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

Any Professional development/advancement:

.....

.....
.....
Challenges encountered as a Chemist
Professional.....
.....
.....
Present Appointment held (If changed):.....
Date of Appointment:.....
Experience

Declaration:

I declare that, the given information is true and
correct to the best of my knowledge and understanding.

Signature..... Date.....

CPC.09

NINTH SCHEDULE

(Made under regulation 12(4))

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Code of Ethics and Conduct for Chemist Professional Inspectors

This Code of Ethics and Conduct provides guidelines for chemist professional inspectors. The Code of Conduct and Ethics covers matters such as conflicts of interest, good faith, integrity, professionalism, honesty and objectivity. All inspectors are required to strictly comply with this Code of Ethics and Conduct.

The Code of Ethics and Conduct for an inspector shall among others, cover the following:

1. An inspector shall not contravene the Act and its regulations on matters related to chemist professionals.
2. Inspectors shall avoid conflicts of interest or activities that compromise, or appear to compromise, professional independence, objectivity, or inspection integrity.
3. An inspector shall not be involved in bribe or corruption
4. An inspector shall abide to the terms and conditions of appointment
5. An inspector shall not attempt to use an ID card of another Inspector during inspection as his own.
6. An inspector shall not use an ID card for personal gain or for deception or any other purposes other than for inspection.
7. An inspector shall not conduct inspection without valid identity card.
8. An inspector shall not bet or aid the illegal chemist professionals practice.
9. An inspector shall not furnish false information or document to the Registrar.
10. An inspector shall abide to the code of ethics and conduct for the public servant.
11. An inspector shall not disclose inspection report or information to any unauthorised person.
12. An inspector shall act in good faith toward search clients and other interested parties.

13. An inspector shall be objective in his reporting and not understate or overstate the significance of reported conditions.
14. An inspector shall avoid activities that may harm the public, discredit himself, or reduce public confidence in the profession.

TENTH SCHEDULE

(Made under regulation 13(3))

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Chemist Professional Inspection Report Format

- 1.0 SITE INFORMATION
 - 1.1 Name of the site
 - 1.2 Location of the site
 - 1.3 Contact information
 - 1.4 Responsible person
- 2.0 LEGALLY REGISTERED ACTIVITY
- 3.0 STAFF DETAILS
 - 3.1 Name and number of registered, enrolled or enlisted chemist professionals
 - 3.2 Work experience
 - 3.3 Main activity involving registered, enrolled or enlisted chemist professionals
 - 3.4 Qualifications
 - 3.5 Staff institution affiliation
- 4.0 INSPECTION FINDINGS
- 5.0 INSPECTION RECOMMENDATIONS AND AGREED WAY FORWARD
- 6.0 DECLARATION

Owner/Company representative Declaration

I/we.....as owner/company
representative of the said premises, certify that, the information and observations
made in this form during the inspection of the premises are true and correct.

GN NO. 579 (contd)

Name: Designation..... Signature: Date and Official
Stamp.....

	NAME OF INSPECTORS	DESIGNATION	SIGNATURE	DATE
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1.
2.

ELEVENTH SCHEDULE

(Made under regulation 17)

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Appointment, Composition and Procedures of the Committees

- | | |
|---------------------------|---|
| Appointment of
Members | <p>1.-(1) The Council shall appoint four members for each Committee among its members.</p> <p>(2) The members of the Committee shall appoint among themselves the Chairman and the Secretary.</p> <p>(3) The Council shall provide Secretariat.</p> <p>(4) Notwithstanding subparagraph (1), the Chairman of the Council shall be among the four members.</p> <p>(5) When dealing with a specific matter for which extra expertise is required, the Committee may co-opt persons who have the relevant expertise; such co-opted persons shall have no right to vote and shall cease to be members when the matter is determined.</p> |
| Functions | <p>2. The functions of the Committees shall be as provided under regulation 16.</p> |
| Tenure of office | <p>3.-(1) The Chairman and members of the Committee shall-</p> <p>(a) unless his appointment is terminated by the Council cease to be a member; and</p> <p>(b) hold office for a period of three years and may be eligible for reappointment for one further term.</p> <p>(2) Members appointed by virtue of their office shall cease to be members upon ceasing to hold the office entitling appointment to the committee.</p> <p>(3) A member of the Committee shall cease to be a member if he-</p> <p>(a) any dies or resigns for reasons;</p> <p>(b) fails without good cause to attend three consecutive meetings of the Committee;</p> <p>(c) is convicted of a criminal offence for a term of or beyond</p> |

- six months; or
- (d) becomes mentally ill.
- (4) Where an office of a member is vacant for any reason the Council may appoint a person to fill the vacancy during the remainder of the term for which the vacating member.
- (5) Where a member, appointed by virtue of holding some other office, is unable for any reason to attend any meeting of the Committee, an alternate member may attend the meeting in his place.
- Meetings 4.-(1) The Committee shall ordinarily meet at least once in every three months at such times and places as it deems necessary for transaction of its business.
- (2) The Chairman may, upon approval of two thirds of members, call an extraordinary meeting to transact matters requiring immediate attention.
- (3) In the absence of the Chairman, members present at the meeting shall elect one member from amongst themselves to act as a chairman for that meeting.
- (4) The Committee shall cause-
- (a) to be recorded and kept minutes by the Secretary, of all business conducted or transacted at its meetings, and
- (b) the minutes of each meeting to be read and confirmed at the next meeting and signed by the Chairman and Secretary at the meeting.
- Quorum 5.-(1) The quorum at any meeting of the Committee shall be half of the members in office.
- (2) Matters proposed at a meeting of the Committee shall be decided by a majority of the votes of the members present.
- (3) The validity of any act or proceedings of a properly constituted Committee meeting shall not be affected by the absence of any member or by the defect subsequently raised by the absent member.
- Directives of the
Committee 6. All orders, directives, notices of the Committee shall be signed by:
- (a) the Chairman; or
- (b) the Secretary or any other officer authorized in writing in that behalf by the Secretary.
- Proceedings 7. Subject to this Schedule, the Committee shall regulate its own proceedings.

CPC.12

(Made under regulation 19(1))

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL
Compounding Offences Penalties

S/N	ITEMS	AMOUNT
1.	Practicing as a chemist professional without being registered for non residents	TZS 2,500,000.00
2.	Failure to surrender a certificate for a chemist professional whose name has been deleted from the Register	TZS 1,000,000.00
3.	Practicing as a chemist professional without being registered, enrolled or enlisted for residents of Tanzania.	TZS 1,500,000.00
4.	Acquisition or attempt to acquire registration, or enrolment or enlisting under false or fraudulent declaration, certificate, application, or representation, whether in writing or verbally or willfully makes or causes to be made any falsification in the Registrar.	TZS 1,000,000.00

CPC.13

THIRTEENTH SCHEDULE

(Made under Regulation 19(2))

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERLY
AND CHILDREN

CHEMIST PROFESSIONALS COUNCIL

Compounding Offences Form

The Compounding of Offences Form shall be filled in duplicate by an Offender.

1. Name of a Offender
2. Physical Address:
Plot No.....
Street..... Ward.....
District..... Region.....
3. Postal Address.....
Tel: land line..... and mobile
4. Nature of the offence to be compounded
.....
.....
5. Reason (s) for compounding
.....
6. Declaration
I..... declare that, I have committed the above mentioned
offence(s) and agree to comply with the conditions associated to these offence(s).
Designation/Qualification..... Signature..... Date.....
7. Name of the Inspectors
Designation/Qualification..... Signature..... Date.....
8. Registrar (name)..... Signature..... Date.....
Official stamp (seal).....

Dodoma,
1st July, 2019

UMMY A. MWALIMU
*Minister for Health, Community Development,
Gender, Elderly and Children*