

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

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THE PETROLEUM ACT
(CAP. 392)

RULES

(Made under section 259(1))

THE PETROLEUM (COMPRESSED NATURAL GAS) (SUPPLY AND
MARKETING SERVICES) RULES, 2019

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THE PETROLEUM ACT
(CAP. 392)

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(Made under section 259(1))

THE PETROLEUM (COMPRESSED NATURAL GAS) (SUPPLY AND MARKETING SERVICES) RULES, 2019

PART I
PRELIMINARY PROVISIONS

- Citation 1. These Rules may be cited as the Petroleum (Compressed Natural Gas) (Supply and Marketing Services) Rules 2019.
- Application 2. These Rules shall govern the activities related to compressed natural gas supply and marketing services and related matters in the Mainland Tanzania.
- Interpretation 3. In these Rules, unless the context otherwise requires:
- Cap. 392 “Act” means the Petroleum Act;
- “applicable law” means any principal law, treaty, convention, proclamation, regulations, rules, order or by-laws that are customarily treated in Tanzania as having legally binding force and which is relevant to matters pertaining to the regulation of natural gas activities;
- Cap. 130 “approved specification” means any specification or standard in relation to a natural gas product applied by the Authority and as approved by the Tanzania Bureau of Standards pursuant to the Standards Act, or any other standards that are widely used for Natural Gas Industry Best Practices;

- Cap 414
- “Authority” means the Energy and Water Utilities Regulatory Authority established under the provisions of the EWURA Act;
- “Best International Petroleum Industry Practices” means practices in accordance with the most up to date international standards that are generally accepted in the international petroleum industry for the conduct of petroleum activities taking into account the relevant safety, economic, technological and environmental aspects;
- “compliance order” means an order issued by the Authority pursuant to section 39 of the EWURA Act;
- “Compressed Natural Gas” also described as “CNG” means petroleum in the form of a mixture of hydrocarbon gases and vapours, consisting principally of methane (CH₄) which have been compressed for use as a vehicular fuel;
- “CNG filling station” means premises on which CNG is dispensed for use in motor vehicles;
- “container” means either a cylinder or pressure vessel used to store CNG;
- “CNG cylinder” means a container constructed, inspected and maintained according to the standards issued by the Tanzania Bureau of Standards or such other relevant authority approved by the Authority;
- “CNG system” means CNG refueling station equipment and all components thereto used in the refueling facility;
- “CNG vehicle system” means CNG conversion equipment and all components thereto used in motor vehicles;
- “Certification Authority” means the Weights and Measures Agency established under the Weights and Measures Act;
- “dangerous situation” means a situation involving CNG that:
- (a) endangers the safety or health of a person, or the safety of a person’s property; or
 - (b) creates an immediate risk of significant environmental harm;
- “incident” means any of the following events:
- (a) a leak of CNG from a licensed facility or as a result of dispensing and offloading;
 - (b) death or personal injury occurring as a consequence of an action that is related to the licensed activity;
 - (c) a fire or other events incidental thereto occurring as a

consequence of an action that is related to the licensed activity;

(d) an event that results in an emergency shutdown of a licensed facility; and

(e) any other significant event which may negatively affect the delivery of the Licensed Activity;

“Inspector” means any person appointed or authorised by the Authority to act as such;

“licensee” means the holder of a licence in accordance with these rules;

“licence” means an authorization issued by the Authority to conduct a licensed activity;

“licensed activity” means an activity relevant for supply and marketing of CNG.

“licensed facility” means a building, compression system, pressure regulating systems, purifying systems, storing and dispensing system in respect of which a licensee is conducting its licensed activity;

“operator” means a person who is responsible for the day-to-day activities of a licensed facility, whether such person is located on the relevant premises during business hours and whether such person is the owner of such facilities and who for the purpose of these Rules, shall be deemed to have the authority and the ability to:

(a) grant inspectors access to relevant premises and facilities to facilitate the performance of their duties;

(b) in all circumstances, detect any defect weakness within the licensed facility and make an authoritative judgment as to its suitability for further use;

(c) answer questions raised by the inspectors; and

(d) witness the sampling and inspection process;

“retailer” means a person undertaking CNG retail business;

“CNG activity” means CNG supply and marketing business, CNG retail business or consumer installation operations;

“natural gas” means any hydrocarbons produced from the contract area which at a pressure of 1 atmosphere and a temperature of sixty degrees Fahrenheit (60°F) are in a gaseous state at the wellhead, and include residue gas after the extraction of liquid hydrocarbons therefrom, both associated and non- associated natural gas, and all of its

- constituent elements produced from any well in the contract area and all non-hydrocarbon substances therein;
- “natural gas leakage” means a non-expected release of gas from a CNG system or other containment into a living area or any other area that can create a potentially dangerous situation;
- Act No. 2 of 2009 “standard” means set of rules or conditions prescribing recommending or relating to the state of being of a matter or thing as universally recognized for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at achieving an optimum degree of order in a given context including other recommendations made by the Bureau, relating to or governing the specification, code of practice, safety, trade description, sampling method, testing method or any other aspect, quality, nature or matter relating to or connected with
- (a) the production or marketing of any commodity or services; or
- (b) any component, raw material, machinery, instrument, apparatus or other thing used directly or indirectly, in the production or marketing of any commodity or service, and includes, in relation to metrology, provisions approved or prescribed by the Bureau relating to the fundamental unit or physical constant and the testing of instruments and apparatus used for the determination of weights and measures;
- “tariff” means a charge, fee, price or rate charged for the provision of transportation services of natural gas as shall be approved by the Authority;
- Cap 285 “Tribunal” means the Fair Competition Tribunal established under the provisions of the Fair Competition Act; and
- “vehicle” means an automobile which contains systems for use of CNG as a fuel.

PART II

APPLICATION FOR CONSTRUCTION APPROVAL

- Application for Construction Approval 4.-(1) A person shall not construct a compression system, pressure regulating system, purifying system, storage or dispensing system without obtaining a construction approval

from the Authority.

(2) A person who intends to construct any of the facilities referred to in sub-rule (1) shall apply to the Authority by filling appropriate form prescribed in the First Schedule to these Rules.

(3) An application for a construction approval shall be accompanied by the following:

- (a) the applicant's name and business address and location, telephone and fax number and email address;
- (b) A project feasibility study;
- (c) details of the technical and financial expertise and resources available for carrying out the relevant regulated activities;
- (d) proof of ownership of the site or authorization of development of the site, including building permit, if any;
- (e) detailed estimates of total cost of the project, showing the cost of construction by operating units such a survey, materials, labour, engineering and inspections, administrative over-head, fees for legal and other services, allowance for funds during construction and contingencies;
- (f) project documents including drawings, plans and design specifications of the proposed natural gas processing facility;
- (g) the proposed maximum allowable pressure of the processing plant at export valve;
- (h) a certified copy of an environmental clearance as required in the Environmental Management Act;
- (i) public awareness measures;
- (j) local content plan;
- (k) a non-refundable application fee as may be prescribed by the Authority; and
- (l) any other information as may be required by the Authority.

Publication
of
Application
for
Construction
Approval

5.-(1) The Authority shall, after receiving the application evaluate and verify the completeness and legality of information contained therein and thereafter a notice of the application shall be published in at least two newspapers of wide circulation in Tanzania one in English and another in Kiswahili with a view to soliciting comments and representations on the application.

(2) The costs of publication of notices under sub-rule (1), shall be borne by the Authority.

(3) The public shall be invited to submit comments and

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representations within fourteen days from the date of publication of the notice and the comments and representations shall be considered by the Authority in arriving at the decision on the application.

Notice of commencement

6. Any person with a construction approval shall issue a notice of commencement to the Authority of construction thirty days prior to the commencement of construction.

Suspension and revocation of a construction approval

7.-(1) The Authority may, by notice published in the Government Gazette, suspend or revoke construction approval if any of the terms and conditions thereof have not been complied with.

(2) Where the Authority intends to withdraw, revoke, suspend or amend a construction approval it shall, at least twenty-one days before the date of intended withdrawal, revocation, suspension or amendment notify the holder of such approval about the intention and the reasons thereof.

(3) Notwithstanding the provisions of sub-rule (1) and (2) of this rule the Authority may, by notice published in the *Gazette*, withdraw or suspend a construction approval on the application or with the consent of the holder of such approval.

(4) The Authority may, by notice published in the *Gazette*, reinstate a construction approval revoked or suspended under sub-rule (1) if satisfied that the reasons for the revocation or suspension no longer exist.

PART III

LICENSING PROCEDURES

Obligation to apply for Licence

8.-(1) A person shall not undertake a CNG activity without obtaining a licence from the Authority.

(2) Any person who contravenes the provisions of sub rule (1) shall be liable to a fine of not less than twenty million shillings or to imprisonment for a term of not less than two years but not more than five years or to both.

Types of Licence

9. The Authority may grant the following types of licences under these rules-

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- (a) CNG supply licence;
- (b) CNG refueling licence; and
- (c) CNG own use licence

Licence
Requirements

10.-(1) A person who intends to conduct a CNG activity shall apply to the Authority by filling appropriate form as set out in the Second Schedule of these Rules.

(2) An application for a licence under sub-rule (1) shall be accompanied by:

- (a) certified copies of the Memorandum and Articles of Association;
- (b) a certified copy of the Certificate of Incorporation;
- (c) a certified copy of Tax Identification Number Certificate and a tax clearance certificate;
- (d) a certified copy of the Business Licence;
- (e) a Business Plan;
- (f) proof of the financial arrangement;
- (g) a description of the premises to which the application relates, illustrated by a plan or map, description of the situation, boundaries and area of the parcel of land;
- (h) where applicable, proof of consent from the aggregator to supply gas;
- (i) a local content plan;
- (j) an integrity pledge form dully signed by the applicant as provided in the Third Schedule;
- (k) where applicable, proof of availability of natural gas to be supplied such as the existence of a gas supply agreement;
- (l) where applicable, with regard to the premises, evidence that prior permission has been obtained from the relevant authorities to ensure compliance with all the statutory provisions in respect of traffic, town and country planning, public health and other relevant written law;
- (m) a description of the CNGV or the type of CNG system which is to be installed, maintained or repaired;
- (n) where applicable, the qualifications of the technical members of staff employed in inspection, installation, maintenance and repair of CNGV or CNG systems;
- (o) evidence of the applicant's capability to obtain, operate and maintain CNG equipment to ensure safe and efficient operations; and

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- (p) any other particulars as may be required by the Authority.
- (3) The application shall be accompanied by an application fee prescribed by the Authority from time to time.

Inquiry
Cap 414

11. The Authority shall, before issuing, modifying, suspending or revoking a licence, conduct an inquiry in accordance with section 19 of the Energy and Water Utility Regulatory Authority Act.

Grant of
Licence

12.-(1) The Authority shall, within sixty days from the date of receiving the application and if satisfied that all requirements for a licence have been complied with and grant a licence.

(2) The Authority shall, in making a decision to grant or refuse a licence take into consideration:

- (a) legal, technical, economic and financial capacity of the applicant to conduct CNG activity;
- (b) compliance with the local content requirements;
- (c) economic efficiency and benefit to the applicant and the public in general;
- (d) any representations and objections to the supply activity made by the public;
- (e) a detailed emergency preparedness plan towards any accident or incident; and
- (f) any other matter relevant to the orderly conduct of CNG activity.

(3) The Authority may refuse the application for a licence where it determines that:

- (a) the application does not comply with the provisions of these Rules, Regulations and the Act
- (b) the applicant submitted false information in relation to the application for a licence;
- (c) the applicant has been convicted of corruption, money laundering, economic crimes or tax evasion;
- (d) the applicant refused to sign an integrity pledge; and
- (e) any other reasons as the Authority may determine.

(4) Where the Authority refuses to grant application for a licence, it shall notify the applicant in writing within fourteen days from date of the decision stating the reasons for refusal.

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Validity of licence

13.-(1) Unless otherwise revoked or suspended, every licence granted under these rules shall be valid for a period of five years.

(2) Notwithstanding the provisions of sub-rules (1), a licence shall cease to have effect if the respective licensee fails to conduct a licensed activity within six months after issuance of the licence.

Transfer and assignment of licence

14.-(1) A licence shall not be assigned to or transferred from a licensee to another person without a written approval of the Authority.

(2) A person who intends to transfer or assign a licence shall apply to the Authority by filling an appropriate form as prescribed in the Fourth Schedule and lodge it with the Authority, together with other documents or records as may be required by the Authority

(3) Notwithstanding the provisions of sub-rule (1) no application for a transfer or assignment of a licence shall be entertained by the Authority unless it is endorsed by the transferee.

(4) A licence transfer application received by the Authority shall be evaluated to verify its completeness and legality of information contained therein and thereafter a notice of the application shall be published in at least two newspapers of wide circulation in Tanzania, one in English and another in Kiswahili with a view to soliciting comments and representations on the application.

(5) The costs for publication of the notice under sub-rule (4) shall be borne by the Authority.

(6) The public shall be invited to submit comments and representations within fourteen days from the date of publication of the notice and the comments and representations shall be considered by the Authority in arriving at the decision on the application.

(7) The Authority shall, after the expiration of the notice in sub-rule (6) evaluate the application together with comments received if any and make a decision whether to grant or refuse the application for transfer or assignment.

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- Change of name 15. A licensee who has changed its name shall notify the Authority in writing within thirty days after such change accompanied by a certificate for change in name.
- Change of Shareholding structure 16. A licensee who has changed its shareholding structure shall notify the Authority in writing within fourteen days after such changes accompanied by relevant certificates from the approving Authorities.
- Modification of licence 17.-(1) The Authority may, on its own motion or upon application by a licensee, modify the terms and conditions of a licence.
(2) Where the Authority on its own motion decide to modify a licence term or condition, it shall notify a licensee at least sixty days in writing prior to such modification.
- Renewal of Licence 18.-(1) A licensee who wishes to renew a licence shall apply to the Authority at least six month before expiration of a licence.
(2) The Authority shall, while making a decision whether to grant or refuse an application for renewal of a licence, consider the applicant's compliance with the terms and conditions of the licence which is due to expire or to any order or directive given to the applicant during or after the licence term.
- Suspension and Revocation 19.-(1) The Authority may suspend a licence if a licensee violates terms and conditions of the licence, these Rules, or any other applicable law.
(2) Upon suspension of a licence, Authority shall specify in writing the period of suspension, during which a licence shall be of no legal force or effect.
(3) The Authority shall revoke a licence where the licensee-
(a) violates any conditions attached to the licence;
(b) obtained a licence by fraud or deliberate submission of false information or statements;
(c) fails to comply with obligations conferred within the terms stated in the licence;
(d) persistently fails to comply with the approved local content plans;
(e) interrupts services to other users without authorisation of the Authority

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- (f) carries on business in a manner that is detrimental to the welfare or interest of other users;
- (g) violates the tariffs, rates and charges established by the Authority;
- (h) persistently fails or refuses to submit information to the National Petroleum and Gas Information System;
- (i) fails to comply with the applicable health, safety, service, quality or environmental standards, or any other additional standards as may be stated in the licence; or
- (j) is convicted or found guilty of an offence relating to corruption, money laundering, economic crimes or tax evasion.

(4) Upon revocation of a licence, the Authority shall notify the licensee in writing the revocation and effective date of the order from which the licence no longer be of any legal force or effect.

(5) A licensee shall, within fourteen days after receiving the order of revocation, return the licence to the Authority.

Power to enter and close facility

20.-(1) Notwithstanding any provision in these Rules the Authority shall, with an order in writing, have the right and obligation to enter upon any licensed CNG system and close it down where he determines that a licensed activity is being conducted in contravention of these Rules, regulations, the Act, applicable laws, terms and condition of a license or

(2) An inspector may while discharging his obligation under sub-rule (1) seek the assistance of law enforcement institutions including the police and such institution shall provide the requested assistance to the inspector.

Application for relocation or alteration of a CNG facility

21.-(1) A licensee seeking to relocate or alter the licensed facility shall require prior written approval of the Authority.

(2) Upon receipt of the application referred to in sub-rule (1), the Authority may require written comments from the persons or stakeholders affected by the licensed facility alteration, relocation or addition.

(3) A licensee shall notify the Authority when the approved relocation or alteration of the licensed facility has been completed.

PART IV
OBLIGATIONS OF A LICENSEE

Compliance
with applicable
laws, codes and
standards

22. A licensee shall at all times:
- (a) comply with:
 - (i) the Act;
 - (ii) regulations;
 - (iii) these Rules;
 - (iv) applicable law;
 - (v) guidelines, orders and directives of the Authority;
 - (vi) applicable codes and standards on safety, hazardous substances, security, health and environment;
 - (vii) terms and conditions of a licence; and
 - (viii) the Best International Petroleum Industry Practices;
 - (b) not discriminate between customers or classes of customers regarding access, tariff, conditions or service except for objectively justifiable and identifiable grounds approved by the Authority;
 - (c) keep and maintain customer service register to receive complaints and emergency reports;
 - (d) provide efficient and effective services consistent with the principles of uniformity, homogeneity, regularity, safety, timely and continuity;
 - (e) serve prompt notice to the Authority concerning any event that implies modification of conditions for provision of service;
 - (f) give attention to emergency reports made by end-users without undue delay;
 - (g) obtain and maintain an insurance cover of the licensed facility;
 - (h) not to engage in any activity that interfere with competition, impedes or may impede either proper implementation of the CNG activity or any CNG activity of other licensees;
 - (i) operate and maintain a licensed facility in accordance with the applicable standards and in a manner that does not

- endanger public health, safety and environment;
- (j) ensure that, if left unattended, the licensed facility is in the safest condition possible;
- (k) operate a licensed facility and undertake construction and operations in accordance with the maximum noise level limitations specified by the standards;
- (l) employ a sufficient number of qualified personnel to ensure that the conduct of its CNG activity complies with these terms and conditions;
- (m) submit to the Authority correct formal data, records, samples and information as the Authority may require;
- (n) charge to customers a tariff or price as approved by the Authority;
- (o) accord full cooperation to the Authority during inspection, investigation or monitoring exercise over the facility;
- (p) not abandon a licensed facility other than in accordance with the Act, regulations, these Rules, license conditions, and applicable laws or directives of the Authority;
- (q) not to keep any sources of ignition, instruments or products in or near a licensed facility that might pose a risk of fire or otherwise;
- (r) as soon as practicable, but in any event not later than thirty days after it becomes aware of the fact, notify the Authority-
 - (i) if it is unable to conduct its activity or
 - (ii) if the conduct of its CNG activity would or might lead to the breach of any of these Rules or materially affect its operation.
- (s) display a license or a certified copy thereof in an open place at a facility;
- (t) ensure that it notifies the Authority of any change of its address, name or location not later than seven days after such change;
- (u) ensure that it notifies the Authority for approval thirty days before it installs additional equipment or facility related to

its CNG activity; and

- (v) notify the Authority and its customers in writing ninety days prior to a planned decommissioning of a CNG activity.

Emergency
Response
Plan and
Manual

23.-(1) A licensee shall prepare and maintain an Emergency Response Plan to deal with emergencies and accidents, which shall be in accordance with Best International Petroleum Industry Practices and shall submit a copy to the Authority for review.

(2) Notwithstanding the provision of sub rule 1, a licensee shall prepare emergency procedures manual which shall provide:

- (a) contingency plans;
- (b) a method of classifying incidents and response actions for specific incidents;
- (c) procedures for accessing essential safety and environmental information;
- (d) organizational structure and resources to manage the emergency, including trained personnel, equipment and facilities;
- (e) duties, responsibilities and authorities of all personnel involved in the emergency response, including job descriptions and checklists;
- (f) communication protocols and coordination and liaison measures with relevant governmental emergency response organisations;
- (g) a process for periodic review and updates of emergency response plans and personnel evacuation plans;
- (h) a description of the safety equipment and medical equipment;
- (i) communication systems designed and protected to enable operation in an emergency;
- (j) all reasonably practicable steps to ensure safety and environmental protection;
- (k) prompt and effective response to a notice of each type of emergency, including the following-
 - (i) gas detected inside or near a building;
 - (ii) fire located near or directly involving a licensed facility;
 - (iii) explosion occurring near or directly involving a

licensed facility; and

(1) natural disaster.

(3) A licensee shall, in liaison with appropriate fire, police and other public responsible institutions, train the operating personnel responsible for emergency action on the procedures for emergency response.

(4) A licensee shall establish and maintain adequate means of communication with appropriate fire, police, and other public emergency response institutions.

(5) A licensee shall establish a continuing educational programme to enable customers, the public, government organization and person engaged in excavation related activities to recognize signs that locate underground pipelines.

(6) A licensee must install temporary warning signs while surface restoration activities are in progress but shall install permanent warning signs in as soon as surface restoration activities are completed.

(7) A licensee shall establish a fire emergency plan to be deployed in the event of a fire at the Licensed Facility that shall:

- (a) include a suitable and adequate fire-fighting plan that comprises:
 - (i) the locations and types of all fire-fighting equipment; and
 - (ii) a plan of action that identifies, *inter alia*, the tasks of all employees;
- (b) include provisions for the training of employees to deal with a fire emergency situation, the records of which shall be preserved;
- (c) be provided to employees employed in or on the relevant premises; and
- (d) be made available to the Authority on request.

Customer
service
standards

24. Subject to approval by the Authority and as specified in the guidelines issued by the Authority a licensee shall:

- (a) establish:
 - (i) a customer service charter;
 - (ii) service quality standards;
 - (iii) performance standards;
 - (iv) procedures for handling customers complaints;

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- (v) programmes to inform the public on services related issues; and
- (vi) an office to receive and respond to questions, concerns and complaints related to its business; and
- (b) maintain trained staff to address customer issues in a timely and transparent manner.

CNG
cylinders
carrying
truck

25. A licensee shall-

- (a) ensure that all vehicles under its licence comply with applicable laws;
- (b) conspicuously mark or placard every CNG cylinders carrying truck, in a manner consistent with applicable laws related to the licensed activity;
- (c) that the CNG cylinders carrying truck unloading position is such that the truck is positioned wholly within the site during unloading;
- (d) that the unloading of a CNG cylinders carrying truck proceeds only when the exit is not obstructed and it is positioned in such a manner that such truck can leave the site without recourse to reversing; and
 - (a) that truck is prevented from driving over the filling hose if the CNG cylinders carrying truck parking area is away from the fill point.

Fire
Precautions

26.-(1) A licensee shall ensure that fire extinguishers are certified by the relevant Authority and readily accessible within the licensed facility.

(2) A licensee shall:

- (a) ensure that all buildings, road works, structures and plant used in connection with its licensed activity are designed, constructed, equipped and maintained:
 - (i) so as to prevent fires and explosions; and
 - (ii) if any fire or explosion occurs, so as to minimize its harmful effects;
- (b) neither transport fireworks in a vehicle, nor keep fireworks on the licensed facility;
- (c) take all necessary steps to ensure that personnel or employees involved in the handling of CNG exercise caution

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in respect of anything which may cause fires or explosions and that such persons comply with these Rules and other applicable laws regarding fires and explosions; and

- (d) suitably sign post any place in or at a building, structure or plant where CNG is handled or stored.
- (e) make a reasonable effort to ensure that no person throws leaves or creates any open or naked lights, sparks or flames or any burning or smoldering material on the licensed facility
- (f) ensure that no person:
 - (i) keeps an engine running or turns the radio on while CNG is being dispensed into the cylinder of such vehicle;
 - (ii) receives or make calls from a cellular telephone or any other electronic communication apparatus within the licensed facility; and
 - (iii) remains in a vehicle while CNG is dispensed into the cylinder of such vehicle;
- (g) take adequate precautions to prevent the outbreak of fire when storing, keeping, handling, conveying, using or disposing of CNG cylinder.
- (h) pursuant to directions issued by the Authority, a Licensee shall provide adequate fire extinguishing equipment and maintain such equipment in good working condition on the premises of its licensed facility.

Prevention
and Control
of gas
leakage

27.-(1) A licensee shall take all reasonable care to prevent a gas leakage.

(2) In the event of a gas leakage, a licensee shall:

- (a) take all necessary steps pursuant to Best International Petroleum Industry Practices or otherwise as may be necessary to stop such leakage; and
- (b) not later than twenty-four hours after the discovery of such leakage, inform the Authority of the leakage and steps taken to repair it;

(3) In event that a licensee fails to comply with Rule 27 (2) the Authority may, by written notice, order such licensee to take such steps as the Authority may require in order to stop the leakage.

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Insurance 28. A licensee shall not operate its CNG facility unless such facility is insured against loss and damage to the public life and property due to any operational reason or accident.

PART V
ENVIRONMENTAL PROTECTION

Environment
al laws and
standards 29.-(1) A licensee shall comply with the requirements of the Act, all applicable environmental laws and standards related to a licensed facility.

(2) Subject to applicable law a licensee shall-

- (a) take all necessary preventive measures to avoid pollution resulting from operating its licensed facility.
- (b) observe strict environmental, health and industrial safety standards as required by applicable law; and
- (c) perform an environmental audit related to licensed activity in accordance with applicable law.

(3) A licensee shall dispose of a waste in a manner and at a place intended for the safekeeping and dumping of such products pursuant to the applicable laws and Best International Petroleum Industry Practices.

Sanctions for
violation of
Environment
al Laws 30. In the event the Authority determines that a licensee has violated these Rules or any applicable law on matters related to protection of the environment it shall take appropriate actions pursuant to these Rules, the Act, provisions of the Environment Management Act and other applicable laws.

PART VI
TECHNICAL PROVISIONS

Safety and
environment 31.-(1) A Licensee shall ensure that the emergency shut off valves for the dispensing unit and for the CNG Storage Units comply with applicable codes and standards and are fully operational.

(2) A licensee shall:

- (a) locate, construct, maintain and operate its works connected with storage, dispensing and transportation of CNG pursuant to applicable law, licence terms and conditions, these Rules,

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orders and directions of the Authority and approved specification; and

(b) conduct its licensed activity in such a way so as not to endanger the public health or safety.

(3) A licensee shall appoint a person to act as health and safety officer for the purpose of addressing and reporting on health, safety and environment matters and other relevant matters related to such Licensee's operations.

Records of conversion and repairs

32. A licensee shall for each conversion of CNGV or repair of CNG cylinders undertaken keep records of-

- (a) the make, model, year, Vehicle Identification Number, engine number and registration of the vehicle;
- (b) the date of the conversion, service or repair;
- (c) the name of the person accredited with the Authorizing Authority who carried out the conversion, service or repair
- (d) any equipment fitted to the vehicle as part of the conversion, service or repair; and
- (e) the vehicle's owner details.

Certification of kits and Cylinders

33. A licensee shall ensure that-

- (a) a CNG cylinder to be installed for conversion of vehicle to CNG has obtained a test certificate from the CNG Authorizing Authority;
- (b) a vehicle's CNG system is inspected at least once in a year from a trained personnel available at CNG Stations for examination of the cylinder, piping, CNG kit, all components, leakage testing as well as performance of the CNG system to ensure its safe operation;
- (c) the CNG cylinder installed in the vehicle is within the periodic test life as TBS standards;
- (d) CNG Station refueling staff inspect the vehicle cylinder at the time of refueling for enhancing public safety;
- (e) CNG cylinder test certificate from the Certifying Authority is displayed in the vehicle after conversion of vehicle to CNG;
- (f) No CNG kit or cylinder is installed in the vehicle from any un-authorized CNG and conversion kits supplier or

outlet; and

- (g) No LPG, Oxygen, Nitrogen, Acetylene cylinders which are not meant for CNG use because these cylinders cannot withstand CNG pressure above of 200 Bars and therefore will explode causing loss of life and property.

CNG
cylinders
Standards
and Seals

34.-(1)- A licensee shall ensure that dispensing, refilling, marking, sealing, and unloading are accomplished in accordance with Applicable Law and Approved Specifications.

(2) A licensee shall register a cylinder used to transport CNG with the Authority pursuant to its rules.

(3) The capacity of a truck used to transport a CNG cylinder shall be certified and calibrated by the Calibrating Authority pursuant to its rules.

(4) In the event that a CNG cylinder has had its seal removed or tampered with, such CNG cylinder shall be disqualified from further use until such time as it has been recalibrated and resealed pursuant to these rules.

(5) A Licensee shall, prior to departing a CNG Filling Station seal and close all valves, hatches and other openings.

(6) With the exception of the buyer or his representative or the licensee, no person shall remove the seal described in sub Rule (5).

(7) No person described in sub rule (6) shall remove a seal except at the place of delivery.

Calibration
and Sealing
of CNG
Dispenser

35.-(1)- A CNG dispenser shall be calibrated and sealed by the Calibrating Authority pursuant to the approved specifications.

(2) A licensee shall mark CNG dispenser with an “out-of-order” sign in the event that:

- (a) it is not calibrated or sealed; or
(b) goes off specification.

(3) A licensee shall not use a CNG dispenser described in sub rule (2) until it has been recalibrated and resealed by the Calibrating Authority.

(4) The Calibrating Authority may calibrate a CNG dispenser as often as may be necessary to correct any deviation from the appropriate delivered quantity.

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Daily
leakage
check

36.-(1) A Consumer Refueling Licensee shall, on a daily basis, check leakage of CNG dispensing unit and its functionality before opening for business.

(2) A licensee shall maintain a written record of the daily leak survey required by these Rules that shall, upon demand, be made available to the Authority.

(3) In the event that a CNG dispenser fails to deliver the correct quantity, it shall be marked with an “out-of-order” sign and shall not be used until the licensee has recalibrated and resealed the dispensing unit in compliance with Weight and Measure Act.

Inspection

37.-(1) The Authority shall inspect or appoint an Inspector to inspect the licensed facility pursuant to these rules.

(2) An Inspector shall have the right of access to:

- (a) the licensed facility;
- (b) equipment and documents; and
- (c) relevant documents on the premises of the licensed facility.

(3) The licensee or his authorized representative shall render necessary assistance in the course of inspection of its licensed activity as may be required by the Authority.

(4) The Inspector shall:

- (a) take samples of any substance or equipment or articles manufactured, produced or stored on the premises of the licensed facility or any other premises where the licensed activity occurs;
- (b) make copies or take extracts from any such book, accounts or records kept on the premises of the licensed facility or any other premises where the licensed activity occurs;
- (c) inspect machinery, equipment, appliances, meters, fittings and apparatus; and
- (d) inspect any common carrier, facility, or installation.

(5) A licensee shall maintain and make available to an Inspector on demand or to the Authority upon request documentary evidence that all electrical equipment and installations in premises relevant to conduct of its Licensed Activity, and to those areas of the premises where a flammable gases or vapors which are capable of producing explosive or ignitable mixtures may occur comply with specification and

installation procedure in accordance with existing relevant codes or applicable law.

(6) The Authority may initiate an investigation of the licensed activity:

- (a) upon receipt of a complaint by any third party, including a customer of CNG; or
- (b) on its own motion.

(7) The Authority may investigate and require a licensee to comply with:

- (a) the relevant quality, safety and reliability design standards applicable to the licensed activity; and
- (b) the applicable environmental law.

(8) Upon conclusion of the investigation under sub-rule (7), the Authority may impose the penalties on the licensee pursuant to these Rules and Applicable Law in the event that the licensee is found to be in contravention with licence terms and conditions, these Rules, the Act and applicable laws.

(9) A licensee shall not:

- (a) hinder or obstruct an Inspector in the exercise of any powers conferred by these Rules;
- (b) use abusive, threatening or insulting language to an Inspector;
- (c) refuse or fail to comply with a requirement, direction or notice of an Inspector; and
- (d) when required by an Inspector to answer a question, refuse or fail to answer such question to the best of his knowledge, information and belief.

Decommissioning a Licensed Facility

38.-(1) In order to enable the Authority to make necessary inspections and to issue the necessary approvals, in the event that a licensee seeks to decommission the licensed facility, such licensee shall notify the Authority not later than thirty days prior to such decommissioning.

(2) The licensee shall decommission the licensed facility in accordance with applicable law, regulations and approved specifications.

(3) Upon decommissioning, of the licensed facility, the authority shall issue a certificate of compliance to a licensee.

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Consumer
Safety and
Informational
Signs

39.-(1) A licensee shall comply with applicable laws regarding customer safety and informational signing.

(2) A licensee shall prominently display the following signs in strategic and appropriate locations within the premises of the CNG Filling Station:

- (a) a complete and up to date price display board that indicates the price of the CNG dispensed at such station;
- (b) a warning to SWITCH OFF CELLULAR PHONES and other electronic devices while filling;
- (c) a warning for NOT SMOKING;
- (d) a warning to SWITCH OFF ENGINES WHILE FILLING; and
- (e) other safety signs as may be required by the Authority or applicable law

Regular
reports

40.-(1)- A licensee shall submit reports, in the manner to be prescribed, by the Authority:

- (a) pursuant to these Rules; and
- (b) as otherwise directions by the Authority.

(2) A licensee shall inform the Authority as soon as practicable, but in any event not more than twenty-four hours after the occurrence of any dangerous situation or incident within the licensed facility, including the steps taken or proposed to be taken to remedy such situation or to eliminate or minimize the danger arising from such situation.

(3) A licensee shall submit the following information to the Authority pursuant to its instructions-

- (a) quarterly sales and purchase volume;
- (b) applicable permits for any new, additional, renovated or refurbished facilities or changes in the operation of facilities not later than five days prior to commissioning or decommissioning;
- (a) a list of qualified station personnel at least annually; and
- (b) an annual report in a form prescribed by or approved by the Authority.

Leakage
surveys

41.-(1) A licensee shall establish operating and maintenance procedure, provision for regular surveys for detecting leaks.

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(2) A licensee shall conduct periodic leakage surveys in accordance with these Rules.

Control and response to a natural gas leakage

42.-(1) A licensee shall, in the event of gas leakage-

- (a) take all necessary steps pursuant to Best International Petroleum Industry Practices and emergency response plan to remedy the effect of such leakage
- (b) as soon as practicable and in any event not more than twenty-four hours after the occurrence of such natural gas leakage, inform the Authority about such leakage; and

(2) In the event a licensee fails to comply with sub-rule (1) within the period of time established by the Authority, the Authority may, by written notice, order such licensee to take such steps as the Authority may require in order to remedy the effect of such leakage at its own cost.

(3) Any licensee who fails to comply with an order of the Authority issued pursuant to sub-rule (2) commits an offence, and on conviction, shall be liable to a fine of not less than ten million shillings or to imprisonment for a term not less than two years or to both.

Complaint to the Authority Cap 414

43. Without prejudice to the provisions of sub-rules (1), (2) and (3), any person who is affected by any leakage of natural gas and seeks redress, shall lodge a complaint and the Authority shall deal with such complaint in accordance with the provisions of EWURA Act.

Report of leak, break or contact damage

44. The licensee shall, in the event there is a report of leakage break or contact damage, submit to the Authority a written report indicating-

- (a) the time the leak, break or contact damage occurred;
- (b) the approximate quantity of substance lost, if any;
- (c) the method of repair, if applicable;
- (d) the conditions that caused or contributed to the leak, break or contact damage and any substantiating reports,
- (e) the steps to be taken to prevent similar occurrences in the future; and
- (f) any other information that the Authority may request.

PART VII
PENALTIES AND REMEDIAL MEASURES

Penalties and
Remedial
Measures

45. The Authority may, without prejudice to the penalties prescribed in these Rules and applicable laws where it determines that a licensee is in violation of these Rules or applicable law:

- (a) issue a warning;
- (b) issue a Compliance Order restraining a licensee from continuing violation of these Rules, license conditions, the Act or applicable law;
- (c) restrict the conduct of a licensed activity;
- (d) order a licensee to remedy any situation as a result of such violation;
- (e) issue a partial suspension of a license for such period the Authority may determine;
- (f) suspend a license for such period the Authority may determine; or
- (g) revoke a license .

PART VIII
GENERAL PROVISIONS

Inspection of
a facility

46.-(1) The Authority may inspect a CNG system pursuant to these Rules, regulations, the Act and other applicable laws.

(2) The Authority shall have the right of access to inspect a facility, equipment and documents, and an operator of the CNG system shall render such assistance to an inspector as may be required in the course of such inspection.

(3) Notwithstanding the generality of sub-rule (2) an inspector shall have the right and obligation to enter upon any CNG system for the purpose of conducting an inspection.

(4) During inspection an inspector may-

- (a) take samples of any substance or articles stored in a facility;
- (b) make copies or take extracts from any book, accounts or records kept on a licensed facility;
- (c) inspect machinery, equipment, appliances, meters, fittings and apparatus; and
- (d) inspect any common carrier, facility, or installation.

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Investigation
of Facility

47.-(1) The Authority may on its own motion or a complaint lodged by a third party, initiate an investigation of the licensed activity in relating to technical, economic and safety issues in the delivery of service to consumers.

- (a) on incidents that result into damage of natural gas infrastructure, injury or loss of life or property; and
- (b) investigations and enquiries into activities of licensees.

(2) Upon investigation, the Authority concludes that a licensee has not complied with the Act, regulations, these Rules, condition of its license, or any applicable law, the Authority may issue a compliance order or penalty pursuant to the Act and these Rules.

Prohibited
Acts Against
Inspectors

48.-(1) A licensee shall not-

- (a) hinder or obstruct the Authority in the exercise of any of the powers conferred upon it under these Rules;
- (b) use abusive, threatening or insulting language to an employee or inspector of the Authority;
- (c) deny or fail to comply with a requirement, directive or notice of the Authority; and
- (d) when required by the Authority to answer a question, deny or fail to answer such question to the best of his knowledge, information and belief.

(2) Any person who contravenes the provision of sub-rule (1) commits an offence and shall be liable, on conviction, to a fine of twenty million shillings or to imprisonment for a term not less than five years or to both.

Audits

49.-(1) A licensee shall within three years of issuance of the license or within such period as may be approved by the Authority, conduct technical audit of its operations.

(2) Subsequent audits shall be arranged by the licensee not later than every ten years of the first audit or such period, which may be specified by the Authority.

(3) The criteria for the prequalification of technical auditors and terms of reference shall be developed by the licensee and submitted in writing to the Authority for its approval.

(4) A technical auditors shall be appointed by the licensee in strict accordance with the criteria approved by the Authority.

(5) The Authority may, by a notice to the licensee of a transmission, inform the licensee of an audit to be conducted under this section of-

- (a) records related to the transmission CNG system, including prescribed programs, to determine whether the licensee was, during the period covered by the audit, in compliance with the Act, these Rules; and
- (b) the competency of personnel in supervisory or operational positions at its facilities.

(6) An audit contemplated by a notice given under sub-rule (1) shall-

- (a) be conducted by the Authority or by a person authorized by the Authority who is independent of the licensee and of any contractor engaged by the licensee to perform any services pertaining to an authorized activity related to the facilities;
- (b) licensee and of any contractor engaged by the licensee to perform any services pertaining to an authorized activity related to the facilities; and
- (c) be conducted during the period specified in the notice.

(7) The licensee to whom a notice is given pursuant to sub-rule (1) shall-

- (a) make available to the auditor for inspection and copying any records required by the auditor;
- (b) make every part of the transmission CNG system is available for inspection by the auditor;
- (c) make available for interviewing by the audit or any personnel having responsibility for preparing or monitoring any records related to the facilities or for operating the facilities; and
- (d) ensure the co-operation of its employees and other personnel at the facilities with the conduct of the audit.

(8) The person conducting an audit under this section shall prepare a report respecting the audit which shall include all cases of non-compliance that have been noted.

(9) On completion of an audit report, the Authority-

- (a) shall provide copy of the audit report to the licensee; and
- (b) may by a notice order the licensee to take any corrective action to remedy any case of non-compliance noted in the report.

(8) The Authority, on receiving an audit report under this

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Rule-

- (a) shall make the report available for public inspection during normal business hours at the Authority's office and post on the website a notice stating that the report is available; and
- (b) may publish or distribute copies of the report.

Authority to Supplement Procedures as Needed

50. Where procedures are not provided for in these Rules, the Authority may do whatever is necessary and permitted by law to enable it to effectively and completely adjudicate on any matter before it.

Appeal

51. Any person who is aggrieved by the decision made by the Authority under these Rules may lodge an appeal to the Tribunal pursuant to the provisions of the Fair Competition Act

Cap 285

Dispute resolution

52.-(1) Any dispute between a licensee and a customer or between the licensees relating to application of these Rules may be filed with the Authority for adjudication.

(2) Nothing in this rule shall be construed to prevent a licensee, a customer or the Government, in its capacity as a party to any agreement relating to the natural gas industry, from agreeing to resolve any dispute arising out of any agreement between them or any third parties, through binding arbitration or adjudication in ordinary courts of law.

Revocation of GN No. 540 of 2018

53. The Petroleum (Compressed Natural Gas) (Supply and Marketing Services) Rules 2018 are hereby revoked.

PART IX
TRANSITIONAL PROVISIONS

Transitional provision

54.-(1) Any person who conducts a CNG activity whether licensed or not shall within twelve months after coming into force of these Rules, adjust its operations to comply with the provisions of these Rules.

(2) All the existing licenses granted or agreement entered for the purpose of carrying out petroleum operations or petroleum supply by a person to whom the license was issued under the Petroleum (Exploration and Production) Act shall be

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deemed to have been granted or made for the purpose of the Act, and shall remain in force and effect until lawfully determined

(3) Where any lawful act or thing required or permitted to be done by or under the Act was done before the effective date of the Act, that act or thing shall be deemed to have been done under or by virtue of the Act.

—————
FIRST SCHEDULE
—————

(Made under rule 4)

CONSTRUCTION APPROVAL APPLICATION FORM

COMPRESSED NATURAL GAS SUPPLY /CONSUMER REFUELLING FACILITY
CONSTRUCTION APPROVAL APPLICATION FORM (Rule 4(2))



4th Floor, LAPF House Makole Road,
P.O. Box 2857, Dodoma, Tanzania
Tel: +255-26 2329002-3; Fax: +255-26 2329005

E-mail: info@ewura.go.tz Website: http://www.ewura.go.tz	
For EWURA Use Only	
Date Received:	File Number:
Time Received:	Received by:

IMPORTANT NOTE: Please complete this form and submit it to the Director General through the address above together with all relevant enclosures.

In order to avoid unnecessary delays, please answer all items in full and submit to EWURA a complete form with all necessary enclosures. No application will be processed until it has been found to be complete.

Once complete and ready for submission, PRINT USING BLUE OR BLACK INK ONLY. Where options are given, tick the relevant box. Leave no item unanswered or un-ticked. If an item seems not applicable to the specific application, you should indicate with block capitals N/A meaning Not Applicable. Please ensure that all the required documents are enclosed and that each separate sheet of

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (ontd.)

information attached to the application corresponds to a specific item in the application. All separate sheets of information must be on a clean and clear A-4 paper.

PART I: DETAILS OF THE APPLICANT	
1.	<p>Name of Applicant (Insert trading name), business address, telephone and fax numbers</p> <p>(a) Name of the Applicant:.....</p> <p>(b) Business address: Street.....Plot No..... Block No.....Building No.....</p> <p>(c) Postal Address:</p> <p>(d) Telephone No:</p> <p>(e) Facsimile:Cell Phone.....</p> <p>(f) E-Mail:</p>
2.	<p>Location and complete address of the proposed facility</p> <p>(a) Location: Street.....Plot No..... Block No.....Building No.....</p> <p>(b) Postal Address:</p>
3.	<p>Registration Status: <i>(Fill Where Appropriate)</i></p> <p>(a) Certificate of Incorporation No.....</p> <p>(b) Certificate of Compliance No.....</p> <p>(c) Business license No.....</p> <p>(d) TIN No.</p> <p>(e) VAT No.....</p>
4.	<p>Legal status of the Applicant:</p> <p><input type="checkbox"/> Sole Proprietorship</p> <p><input type="checkbox"/> Partnership</p> <p><input type="checkbox"/> Public Limited Liability Company</p> <p><input type="checkbox"/> Private Limited Liability Company</p> <p><input type="checkbox"/> Parastatal Organization</p> <p><input type="checkbox"/> Government Agency</p> <p><input type="checkbox"/> Cooperative Society</p> <p><input type="checkbox"/> Joint Venture</p> <p><input type="checkbox"/> Other (specify).....</p>
5.	<p>Contact Person:</p> <p>(a) Name:</p> <p>(b) Title:</p> <p>(c) Physical address: Street.....Plot No.....Block No..... Building No.....</p> <p>(d) Postal Address:</p> <p>(e) Telephone Number:</p>

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (ontd.)

	(f) Facsimile:Cell phone: (g) E-mail:								
6.	Provide on a Separate Sheet Information Related to the Applicant where applicable: <input type="checkbox"/> Shareholding Arrangements <input type="checkbox"/> Director(s) <input type="checkbox"/> Members of the Board of Directors <input type="checkbox"/> Chief Executive Officer (where applicable)								
7.	If the applicant is in a Joint Venture with another entity, provide the following details: (a) Name: (b) Title: (c) Physical address: Street.....Plot No.....Block No..... Building No..... (d) Postal Address: (e) Telephone Number: (f) Facsimile:Cell phone: (g) E-mail:								
8.	Fee amount and method of payment: (a) Amount: TZS..... (b) Mode: <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Other (specify)..... (c) Fees Payment Receipt No. (<i>Attach Copy</i>).....								
PART II – TECHNICAL INFORMATION									
9.	Provide a detailed capacity of the intended facility: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Facility</th> <th style="width: 50%;">Installed Capacity</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Facility	Installed Capacity						
Facility	Installed Capacity								
10.	Nature of Land possession for the intended facility Owner.....(<i>Attach Title Dee</i>) <p align="center"><i>or</i></p> Lease..... (<i>Attach lease agreement</i>)								
PART III – HEALTH, SAFETY AND ENVIRONMENT (HSE)									
11.	Attach with this application, as relevant, the following documents: <input type="checkbox"/> Environmental Impact Assessment Certificate <input type="checkbox"/> Engineering drawings duly signed by a registered engineer specifying: (a) the number of compressors, cylinders or dispensers ; (b) the location and distances between building structures and facilities and equipment; (c) entry and exit;								

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (ontd.)

	<p>(d) perimeter wall and property boundaries; (e) location and identification of loading gantries; and (f) that the engineering and design has been done in accordance with approved specifications. <input type="checkbox"/> Other (Specify).....</p>
	<p>PART IV- LIST OF ENCLOSURES</p>
<p>12.</p>	<p>Indicate below and where appropriate, the certified copies of, or extracts from, the following documents the applicant is providing in this application:</p> <p><input type="checkbox"/> Certificate of Registration <input type="checkbox"/> Certificate of Incorporation <input type="checkbox"/> Memorandum of Association <input type="checkbox"/> Articles of Association <input type="checkbox"/> Copy of Application Fee Receipt <input type="checkbox"/> JV contract <input type="checkbox"/> Extracts of the Certified Audited Accounts <input type="checkbox"/> Design and As-built Drawings <input type="checkbox"/> Approvals and Consents by relevant authorities <input type="checkbox"/> Lease agreement <input type="checkbox"/> Building Permit <input type="checkbox"/> Title Deed or any other authorization approving use of land <input type="checkbox"/> Business license <input type="checkbox"/> Other (Specify).....</p>
	<p>PART VI – DECLARATION BY THE APPLICANT</p>
<p>13.</p>	<p>I..... (insert name) being..... (insert title/position) hereby declare that I am authorized to make this application on behalf of the applicant and that to the best of my knowledge the information supplied herein is correct and that within a reasonable period of time after notice, I undertake to provide whatever additional information EWURA may require in order to evaluate this application.</p> <p>SWORN/AFFIRMED at.....) by the said.....who is identified to) me by...../known to me personally) the latter being known to me personally this) DECLARANT day of2018)</p> <p>BEFORE ME:</p> <p align="center">_____ COMMISSIONER FOR OATHS</p>

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (ontd.)

COMPRESSION NATURAL GAS VEHICLE CONVERSION WORKSHOP
CONSTRUCTION APPROVAL APPLICATION FORM



4th Floor, LAPF House Makole Road,
P.O. Box 2857, Dodoma, Tanzania
Tel: +255-26 2329002-3; Fax: +255-26 2329005
E-mail: info@ewura.go.tz Website: <http://www.ewura.go.tz>

For EWURA Use Only	
Date Received:	File Number:
Time Received:	Received by:

IMPORTANT NOTE: Please complete this form and submit it to the Director General through the address above together with all relevant enclosures.

In order to avoid unnecessary delays, please answer all items in full and submit to EWURA a complete form with all necessary enclosures. No application will be processed until it has been found to be complete.

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Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (ontd.)

	(f) E-Mail:
2.	Location and complete address of the proposed facility (a) Location: Street.....Plot No..... Block No.....Building No..... (b) Postal Address:
3.	Registration Status: <i>(Fill Where Appropriate)</i> (a) Certificate of Incorporation No..... (b) Certificate of Compliance No..... (c) Business license No..... (d) TIN No. (e) VAT No.....
4.	Legal status of the Applicant: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Public Limited Liability Company <input type="checkbox"/> Private Limited Liability Company <input type="checkbox"/> Parastatal Organization <input type="checkbox"/> Government Agency <input type="checkbox"/> Cooperative Society <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (specify).....
5.	Contact Person: (a) Name: (b) Title: (c) Physical address: Street.....Plot No.....Block No..... Building No..... (d) Postal Address: (e) Telephone Number: (f) Facsimile:Cell phone: (g) E-mail:
6.	Provide on a Separate Sheet Information Related to the Applicant where applicable: <input type="checkbox"/> Shareholding Arrangements <input type="checkbox"/> Director(s) <input type="checkbox"/> Members of the Board of Directors <input type="checkbox"/> Chief Executive Officer (where applicable)
7.	If the applicant is in a Joint Venture with another entity, provide the following details: (a) Name: (b) Title: (c) Physical address: Street.....Plot No.....Block No..... Building No.....

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (ontd.)

	(d) Postal Address: (e) Telephone Number: (f) Facsimile:Cell phone: (g) E-mail:
8.	Fee amount and method of payment: (a) Amount: TZS..... (b) Mode: <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Other (specify)..... (c) Fees Payment Receipt No. (<i>Attach Copy</i>).....
	PART II – TECHNICAL INFORMATION
9.	Provide a detailed description of the location and capacity of the intended CNG Conversion Workshop facilities: (Use additional sheet if necessary)
10.	Provide a detailed description of ownership of the intended CNG Conversion Workshop facilities which shall include the land to which such facilities are located. (Use additional sheet if necessary)
11.	List and attach evidence of all required permits and consents issued by relevant authorities: <input type="checkbox"/> Building Permit <input type="checkbox"/> Land Title <input type="checkbox"/> Business license <input type="checkbox"/> Certificate of incorporation <input type="checkbox"/> TIN certificate <input type="checkbox"/> Any other
	PART III – HEALTH, SAFETY AND ENVIRONMENT (HSE)
12.	Attach with this application, as relevant, the following documents: <input type="checkbox"/> Environmental Impact Assessment Certificate <input type="checkbox"/> Engineering drawings duly signed by a registered engineer specifying: (a) the number of Vehicles can be converted to CNGV per day; (b) the location and distances between building structures and facilities and equipment; (c) entry and exit; (d) perimeter wall and property boundaries; (e) location and identification of intended CNGV Conversion Workshop; and (f) that the engineering and design has been done in accordance with approved

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	<p>specifications.</p> <p><input type="checkbox"/> Other (Specify).....</p>
	PART IV- LIST OF ENCLOSURES
13.	<p>Indicate below and where appropriate, the certified copies of, or extracts from, the following documents the applicant is providing in this application:</p> <p><input type="checkbox"/> Certificate of Registration</p> <p><input type="checkbox"/> Certificate of Incorporation</p> <p><input type="checkbox"/> Memorandum of Association</p> <p><input type="checkbox"/> Articles of Association</p> <p><input type="checkbox"/> Copy of Application Fee Receipt</p> <p><input type="checkbox"/> JV contract</p> <p><input type="checkbox"/> Extracts of the Certified Audited Accounts</p> <p><input type="checkbox"/> Design and As-built Drawings</p> <p><input type="checkbox"/> Approvals and Consents by relevant authorities</p> <p><input type="checkbox"/> Relevant Contracts/Agreements</p> <p><input type="checkbox"/> Building Permit</p> <p><input type="checkbox"/> Title Deed or any other authorization approving use of land</p> <p><input type="checkbox"/> Business license</p> <p><input type="checkbox"/> Other (Specify).....</p>
	PART VI – DECLARATION BY THE APPLICANT
14.	<p>I..... (insert name) being..... (insert title/position) hereby declare that I am authorized to make this application on behalf of the applicant and that to the best of my knowledge the information supplied herein is correct and that within a reasonable period of time after notice, I undertake to provide whatever additional information EWURA may require in order to evaluate this application.</p> <p>SWORN/AFFIRMED at.....) by the said.....who is identified to) me by...../known to me personally) the latter being known to me personally this) DECLARANT day of2018)</p> <p>BEFORE ME:</p> <p align="center">_____ COMMISSIONER FOR OATHS</p>

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SECOND SCHEDULE

(Made under Rule 10(1))

LICENCE APPLICATION FOR COMPRESSED NATURAL GAS SUPPLY
AND MARKETING SERVICES FORM



4th Floor, LAPF House Makole Road,
P.O. Box 2857, Dodoma, Tanzania
Tel: +255-26 2329002-3; Fax: +255-26 2329005
E-mail: info@ewura.go.tz Website: <http://www.ewura.go.tz>

<i>For EWURA Use Only</i>	
<i>Date Received:</i>	<i>Docket Number:</i>
<i>Time Received:</i>	<i>Received by:</i>

IMPORTANT NOTES: Please complete this form and return the relevant enclosures to the Authority.

In order to avoid unnecessary delays, please answer all items in full and submit to EWURA a complete form with all necessary enclosures. No application will be processed until it has been found to be complete.

When completing this form, PRINT IN BLUE OR BLACK INK ONLY. Where options are given tick the relevant box. Leave no item unanswered or un-ticked. If an item seems not applicable to the specific application, you should indicate with block capitals N/A meaning Not Applicable. Please ensure that all the required documents are enclosed and that each separate sheet of information attached to the application corresponds to a specific item in the application.

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Part IA – General Particulars

1. Name of Applying Entity:

--

2. Registration (attach documents)

a)	Certificate of Incorporation No.....
b)	Memorandum and Articles of Association
c)	TIN №
d)	VAT №

FOR EWURA USE ONLY

Details match with registration authorities?
 Yes
 No

Further action required?

3. Physical and Postal address

a)	Physical address:
b)	Postal address:
c)	Landline:
d)	Facsimile:
e)	Cellular Phone:
f)	E-mail:
g)	Website address:
h)	Contact name
i)	Position in organisation

<i>Date requested</i>
<i>Date received.</i>
<i>All details completed in full?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
FOR EWURA USE ONLY

4. If the applicant is a Joint Venture with other entity, provide particulars:

a)	Official Names of Directors:
b)	Official Names of Partners:
c)	Nationality:
d)	Shareholding (%):
e)	Physical address:
f)	Postal address:
g)	E-Mail:

<i>Further action required?</i>
<i>Date requested</i>
<i>Date received.</i>

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<i>Part1B – Details of Application</i>	
<p>5. Type of license applied for:</p> <p>a) <input type="checkbox"/> CNG Supply b) <input type="checkbox"/> Consumer Refueling c) <input type="checkbox"/> Own Use</p> <p>6. Type of application</p> <p>a) <input type="checkbox"/> New b) <input type="checkbox"/> Renewal c) <input type="checkbox"/> Extension</p> <p>7. Application Fee</p> <p>a) Amount: <input type="checkbox"/> TShs.....<input type="checkbox"/> US\$</p> <p>b) Mode: <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Other (specify)</p> <p>8. Fees Payment Receipt No.</p>	<p><i>FOR EWURA USE ONLY</i></p> <p><i>Further information required?</i> <i>Further action required?</i></p> <p><i>Correct fees paid?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Further action required?</i></p> <p><i>FOR EWURA USE ONLY</i></p> <p><i>Action completed?</i></p>
<i>Part1C – Financial Information</i>	
<p>9. Provide financial capability either-</p> <p>(a) an audited financial statement; or (b) a bank guarantee or a credit facility; or (c) a bank statement showing a credit balance; or (d) an unequivocal letter of comfort from a financial institution or a bank.</p>	<p><i>FOR EWURA USE ONLY</i></p> <p><i>All documents submitted in full?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>10. Bankers financial references in Tanzania</p> <p>a) Banker’s Name b) Address c) Contact Person</p> <p>Please continue on a separate sheet (if necessary)</p>	<p><i>Further information required?</i> </p> <p><i>Date requested</i></p>
<i>Part2A – Project Description</i>	
<p>(This Part shall not be applicable for Applicants renewing license s and Applicants granted with a Construction Approval by the Authority)</p> <p>11. Provide detailed description of the</p>	

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<p><i>project and attach the detailed:</i></p> <p><input type="checkbox"/> Feasibility Study Report of the proposed project including without limitation details of:</p> <ul style="list-style-type: none"> — <i>Technical analysis</i> — <i>Project implementation schedule</i> <p><input type="checkbox"/> Site Maps</p> <p><input type="checkbox"/> Land-use Plan</p> <p><input type="checkbox"/> Environmental Impact Assessment Certificate</p> <p><input type="checkbox"/> Land Rights</p> <p><input type="checkbox"/> Contracts, Agreements, Permits, Conventions, or Memorandum of Understanding</p>	<p><i>Further information required?</i></p> <p align="center"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<i>Part 2B – Enclosure</i>	
<p><i>12. Provide your application with the following enclosure (this part shall not apply unless the documents previously submitted to the Authority is of no use due to expire of major modification of the facility)</i></p> <p><input type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Gas Sales Agreement(s)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Gas Supply Agreement(s) <input type="checkbox"/> Commissioning Report <input type="checkbox"/> As-built Project Drawings <input type="checkbox"/> Emergency Response Plan <input type="checkbox"/> Commissioning Plan <input type="checkbox"/> CNG Supply/Consumer Refuelling/Vehicle Conversion Plan <input type="checkbox"/> Integrity Pledge <input type="checkbox"/> Local Content Plan <input type="checkbox"/> Others (if any) 	<p align="center"><i>FOR EWURA USE ONLY</i></p> <p><i>Further information required?</i></p> <p align="center"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Date received.</i></p>
<p><i>13. State the specific areas to which regulated gas will be supplied.</i></p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	<p><i>Further information required?</i></p> <p align="center"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Date received.</i></p>
<i>Part3– Declaration by the Applicant</i>	

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GN. No. 220 (onid.)

I.....(insert name) being..... (insert title/position) hereby declare that I am authorized to make this application on behalf of the applicant (*insert the name of the applicant.....*). I further declare that to the best of my knowledge the information supplied herein are correct.

SWORN/AFFIRMED at.....
by the said.....who is identified to me by...../known to me personally the latter being known to me personally thisday of20...

.....
DECLARANT

BEFORE ME:

COMMISSIONER FOR OATHS

NOTE:

If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and shall, with the necessary supporting documents be submitted to EWURA Headquarter office or at Zonal Office

THIRD SCHEDULE

(Made under rule 10(2)(j))

INTEGRITY PLEDGE



4th Floor, LAPF House Makole Road,
P.O. Box 2857, Dodoma, Tanzania
Tel: +255-26 2329002-3; Fax: +255-26 2329005
E-mail: info@ewura.go.tz Website: <http://www.ewura.go.tz>

1. We do believe that, unethical business practices and corruption have been one of the biggest impediments to sustainable economic growth and prosperity in Tanzania and have been eroding public confidence in the Government and its institutions ability to serve its citizen fairly;
2. As a company involved in petroleum activities in Tanzania, we acknowledge our responsibility to ensure good governance because it is necessary for continued growth and business sustainability. We also acknowledge the importance of conducting our business with the highest standards of transparency, ethics and integrity;
3. While the Government and the Prevention and Combating of Corruption Bureau (PCCB) have their own initiatives for reducing corruption and other unethical practices, we realize that those initiatives cannot succeed without individual and collective commitment from business community to level the playing field and to build integrity in the business environment.
4. In view of the foregoing, we pledge the following:
 - (a) not, through any of our employees, representatives or agents, to involve in any form of bribery, corruption whether direct or indirect or unethical behavior in whatever form;
 - (b) to clearly communicate with all employees and business partners about stance on fighting all forms of bribe, corruption and other unethical behavior in whatever form;

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- (c) to maintain and share with our employees the code of conduct which will be a guide in executing our daily business operations in order to comply with high ethical standards of conduct and anti-corruption laws;
 - (d) to conduct regular training on anti-bribery and anti-corruption to our employees and business partners in order to ensure that they are updated and knowledgeable of the Company' s policy in implementing this pledge;
 - (e) to conduct integrity risk assessment that will help to identify corruption risks inherent in business operations and apply effective measures;
 - (f) to maintain appropriate financial reporting mechanisms that are accurate and transparent;
 - (g) to enter into integrity pacts with business partners and government agencies when dealing with procedures related to the bidding and procurement of supplies, materials, equipment, and construction;
 - (h) to maintain channels by which employees and other stakeholders can raise ethical concerns and report suspicious circumstances in confidence without risk of reprisal, and a designated officer will be tasked with investigating all reports received and taking appropriate action;
 - (i) to refrain from engaging in business with parties who have demonstrated unethical business practices;
 - (j) not to engage in any arrangements that undermines or is prejudicial to the national security; and
 - (k) to maintain a proper insurance cover against losses, injuries or damage to environmental, communities, individual and properties that may be occasioned in the course of carrying business.
5. To ensure collective action in preventing any unethical and corrupt behavior and the highest standards of ethics, integrity and transparent in business transactions in Tanzania, we commit to:
- (a) support a nationwide initiative intended to create fair market conditions, transparency in business transactions, and ensure good corporate governance;
 - (b) participate in roundtable discussions, meetings, and forum to identify the key concerns and current problems affecting the private sectors related to integrity and transparency in business transactions;
 - (c) share the international best practices, tools and concepts which are intended to be used by all participating entities to achieve the goals of the nationwide integrity behavior initiative;

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- (d) participate in the creation of key measures and control activities intended to ensure transparency, integrity and ethical business practice;
 - (e) support the development of an audit and certification program (including a training program for advisers and auditors) that will offer a toolbox for enterprises to introduce and implement ethical practices in their business processes; and institutionalize the whole process to promote sustainability of the integrity initiative.
6. To confirm our commitment to this pledge, we hereby commit ourselves as a company and individuals to be bound in all aspects by this integrity pledge and shall be responsible for all the consequences which may result to non-compliance to this pledge.
 7. To fight any form of corruption practices whereby zero tolerance action will be taken against any employee, staff or other person involved in corruption in relation to the business, regardless of position and status;
 8. To report any corrupt or unethical practices that occur in the business place to the appropriate Authority;
 9. We shall also ensure that our employees and agents comply with this pledge and in any event of non-compliance we commit ourselves to be responsible for their action.

Signed byfor and on behalf of
..... this day
of [2019]

Signature
Designation:.....

Witness
Name:.....
Signature:.....
Designation:.....

Petroleum (Compressed Natural Gas) (Supply And Marketing Services)

GN. No. 220 (onid.)

FOURTH SCHEDULE

(Made under rule 14(2))
APPLICATION TO TRANSFER A LICENSE



4th Floor, LAPF House Makole Road,
P.O. Box 2857, Dodoma, Tanzania
Tel: +255-26 2329002-3; Fax: +255-26 2329005
E-mail: info@ewura.go.tz Website: <http://www.ewura.go.tz>

This section to be completed by the Current Licensee			
Current Licensee to complete as appropriate			
Current Licensee's name			
Name and address of the Transferor			
Reason for Transfer (attach documentary proof)			
Address of the Licensed Facility			
	Postcode		Tel No.
	Email		

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License Particulars	Type of License :		
	License No:		
	License Duration:		
	Expiry Date:		
I agree to the License being transferred to the applicant(s) below:			
Name and physical Address of the Transferee :		Date:	
Business Organisation (Sole proprietor, Company, Partnership)		Position:	
Principal Officer (only if the transferee is a company or partnership)		Date:	Company Seal
		Signature:	
Names of Partners or Shareholders		1.	
		2.	
		3.	
		4.	
		5.	
		6.	
		7.	

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This section to be completed by the Applicant(s)			
<ol style="list-style-type: none"> 1. I the undersigned, being the new occupier of the premises detailed in the application, hereby apply for the transfer of the current license and I hereby declare that the information stated herein in regard to the transferee are true to the best of my knowledge. 2. In the event of a license being transferred: <ol style="list-style-type: none"> (a) I agree to abide by the conditions laid down by EWURA and applicable laws, and not to alter in any way the approved arrangements of the CNG system without the written approval of EWURA, nor use the said CNG system for any other purpose than those prevailing at the time the license is transferred; (b) the license shall have the like effect in all respects as if no transfer had been made; and (c) all duties and responsibilities that were to be fulfilled by the transferor are automatically shift to the transferee as if no transfer was made. 			
Date			
Signed:		Position:	
Print Name			

Ownership of the site comprising the licensed facility. If the transferor is not the owner of the site (i.e. a tenant), enter below the name and address of the owner or owners, as the case may be:			
Details	Transferor to complete if applicable		
Name (of owner)			
Address:			
Post Code		Tel No.	
Email			

Fee TZS	Payable to: EWURA Account: 01J1022244000; CRDB Holland Branch.
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Notes
<ol style="list-style-type: none"> 1. The applicant(s), (if an individual person or partnership) must be over 18 years of age.

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GN. No. 220 (ontd.)

2. By signing the form both the transferee and transferor declare that they are authorized to make this application and that the information supplied there herein is correct.

This application together with the appropriate fee, should be forwarded to the Director General,
EWURA at 4th Floor, LAPF House Makole Road,
P.O. Box 2857, Dodoma, Tanzania
Tel: +255-26 2329002-3; Fax: +255-26 2329005
E-mail: info@ewura.go.tz Website: <http://www.ewura.go.tz>

The application should be attached with the following documents:-

1. The original copy of a valid EWURA license in respect of the linsenced facility;
2. Certified copy of tax Clearance in respect of the linsenced facility;
3. Lease/ Sale agreement stamp duty paid;
4. Company Registration documents;
5. Proof of payment of transfer application fee; and
6. Any other document that will be required at the time of transfer

Dar es Salaam
....., 2019

NZINYANGWA E. MCHANY,
Director General