“Labour laws are there to protect the employee and the employer, it’s just knowing our rights as the employers.”

- Stephen Holmes
  Director, Afriscan International Ltd.
  Member, BBG Group-Coast
Objectives

- Share my knowledge and experience about HR policies and labour laws applicable to Tanzanian mainland; and

- Engage you in a conversation about your own experiences and challenges regarding the same.
Coverage

I. Introduction
II. Overview of labour laws
III. Policies
IV. Employers’ Concerns
V. Your questions
VI. Discussion
VII. Useful contacts
I. Introduction

- 2 main labour laws, together with their amendments:
  - The Employment and Labour Relations Act (ELRA) No. 6 of 2004
  - The Labour Institutions Act (LIA) No. 7 of 2004

- Other sources of employment law, including common law.

- Core/fundamental rights
  - ELRA has incorporated requirements of Core Conventions of the International Labour Organisation (ILO) as well as others ratified by Tanzania. Core rights incorporated in ELRA include:
    - Prohibition of child labour
    - Prohibition of forced labour
    - Prohibition of discrimination
    - Freedom of Association

- Exemptions under ELRA
  - Section 100 empowers the Minister to exempt employers from any employment standard in sections 19, 20, 23 - 25, 27, 31-34, 41 – 43.
I. Introduction

- Penalties under ELRA
- Section 102 of ELRA gives powers to District Courts and Resident Magistrate’s Courts to impose a penalty (fine or imprisonment or both) on persons convicted of offences as follows:
  - Section 5 - relating to the employment or procurement for employment of a child
  - Section 6 – relating to forced labour
  - Section 7 – relating to discrimination in the workplace
  - Section 8 - relating to discrimination in trade unions and employer associations
  - Section 9 – relating to freedom of association
  - Section 27 – relating to payment of remuneration
  - Section 28 - relating to deductions to employee’s salary
  - Section 45(3) – relating to non-registration of a trade union or employers’ association.
  - Section 101 – relating to confidentiality.
I. Introduction

- ELRA and LIA replaced 7 laws:
  - Employment Ordinance (Cap 366)
  - Regulation of Wages and Terms of Employment Ordinance (Cap. 300)
  - Wages and Salaries (General Revision) Act No. No. 22 of 1974
  - Trade Union Act, No. 10 of 1998
  - Security of Employment Act (Cap. 574)
  - Severances Allowance Act (Cap. 487)
  - Industrial Court of Tanzania Act No. 41 of 1967

- Other laws, regulations, orders (not exhaustive):
  - The Labour Institutions (Regulation of Wages and Terms of Employment) Order, 2013 – Published in Government Gazette, Notice No. 196 of 28/06/2013
I. Introduction

- **Savings and transitional provisions**

- Implementation Plan for ELRA and LIA provided for transition and savings measures to allow for smooth transition and finalisation of pending matters and the set up of new institutions. Included in the Plan were enforceable requirements under some of the repealed laws:

  - Employment Ordinance (Cap 366)
    - Section 100 on medical care and provision of medicines for employee and dependants residing on employer’s property
    - Section 102 on provision of burial for employee and dependants residing on employers property
II. Overview of labour laws

- **Fundamental/core rights and protections**

- **No forced labour (Section 6 ELRA)**
  - **Exceptions:**
    - Any work exacted under the National Defense Act No. 24 of 1966 for work of a purely military nature/character i.e. war.
    - Any work that forms part of the normal civil obligation.
    - Work exacted as a consequence of a conviction in a court of law.
    - Work exacted in case of emergency or circumstances that would endanger life or well being of the whole or part of the population.
    - Minor communal services in the interest of that community provided prior consultations is made.
II. Overview of labour laws

- **Fundamental/core rights and protections**

- **No child labour (Section 5 ELRA)**
  - Employment of children under 14 years of age is strictly prohibited. A child of 14 years may only be employed to do light work which is mostly and likely not to be harmful to the child’s health and development (does not impede child’s rights).

- A child under 18 years of age shall not be employed in a mine, factory or as a crew on a ship or in agriculture where work conditions may be hazardous.
II. Overview of labour laws

• **Fundamental/core rights and protections**

• **No discrimination (Section 7 ELRA)**
  
  • A new feature/concept in the new law. It is a constitutional right, Article 13 of the Constitution of the URT, 1977 as amended.

  • It is strictly prohibited to practice discrimination in employment based on: nationality, tribe, place of origin, political opinion, colour, gender, religion, marital status or family responsibility, station of life, race, sex, age, social origin, pregnancy, disability, HIV/AIDS.

• **Obligations of employers**
  
  ◦ Employers must take the necessary steps to promote equal opportunities in the work place.
  
  ◦ Employers should ensure that employment policies and practices are adopted, implemented and monitored.

  ◦ Employers have a duty to develop plans to eliminate discrimination.
II. Overview of labour laws

- Fundamental/core rights and protections

- Freedom of association and collective bargaining (Section 9 ELRA)
  - Right of employees to form and join trade unions and the right of employers to form and join employers associations.
  - Senior management may not belong to a trade union representing non-senior management.
II. Overview of labour laws

Employment standards - Introduction

- The objective of employment standards is to protect workers from contracting to their detriment. Accordingly, employment standards are supposed to:
  - Protect the core rights of all employees.
  - Provide minimum standards that can be flexibly varied by either collective bargaining or individual contracts but within carefully considered limits e.g. hours of work.
  - Recognize and take account of the diversity of the modern labour market.

- An employment standard constitutes a term of a contract with an employer.

- A provision on wage determination that stipulates a minimum term and condition of employment shall be an employment standard.
II. Overview of labour laws

• Employment standards – Introduction (cont’d)

• Exceptions:
  ◦ Provisions do not apply to seafarers whose terms and conditions of employment are regulated under the merchant shipping Act 2003 except for Seafarers who work for fishing vessels and in the event there is any conflict between the MSA and its regulations, the provisions of ELRA shall prevail.

  ◦ Where the provisions of any written law to vocational training regulates an employment standard stipulated in section 13- (1) of ELRA, the provisions of that other law shall apply [s.12-(3)].

• Exemptions under ELRA
  ◦ Section 100 empowers the Minister to exempt employers from any employment standard in sections 19, 20, 23 - 25, 27, 31-34, 41 – 43.
II. Overview of labour laws

- Employment standards

- Contracts of employment
  - 3 forms/types
    1. A contract for an unspecified period of time (permanent contract).
    2. A contract for a specified period of time (fixed term contract). N.B. applies to managerial and professional employees not unskilled employees.
    3. A contract for a specific task or piece of work. N.B. The Labour Court in 2008 interpreted this to mean a daily contract.

- Oral or written
  - Contracts of employment may be oral or written
  - If employee is to work outside Tanzania the contract must be in writing.
II. Overview of labour laws

- **Employment standards**
- **Contracts of employment (cont’d)**
  - Written statement of particulars [s.15]
  - Employer to supply a written statement of particulars at commencement of employment to include:
    - i. Name, age, permanent address and sex
    - ii. Place of recruitment
    - iii. Job description
    - iv. Date of commencement
    - v. Form and duration of the contract
    - vi. Place of work
    - vii. Hours of work
    - viii. Remuneration, the method of its calculation and details of any benefits or payment in kind.
    - ix. Any other prescribed matter.
II. Overview of labour laws

- Employment standards

- Contracts of employment (cont’d)
  - If the employee does not understand the written particulars, the employer should ensure that it is explained to the employee in a manner that the employee understands.
  - The employer is to keep the written particulars for a period of five years. [s.15-(s)] after the termination of employment.
  - An employer who fails to produce a written contract or written particulars in any legal proceedings prescribed in [s.15-(1)] shall have the burden of proving or disapproving an alleged term of employment stipulated in section [s.15 –(1)].
II. Overview of labour laws

• Employment standards

• Contracts of employment (cont’d)

  • An employee who works less than 6 days in a month for an employer is not covered by this section [s.15-(7)]

  • Employer to display a statement of employee’s rights under the ELRA in a conspicuous place in the prescribed form.

  • Generally the contract must comply with the ELRA, even if the Act is not mentioned in the contract.
II. Overview of labour laws

- Employment standards
- Contracts of employment (cont’d)
- Termination
  - Can be terminated by employer for a valid reason and using fair procedure.
  - The ELRA (Code of Good Practice) Rules, 2007 on Termination clearly outlines procedure for termination.
II. Overview of labour laws

- **Employment standards**

- **Hours of work [s.17-24]**
  - **Working times**
    - 6 days in a week
    - 45 ordinary hours in a (6 day) week
    - 9 hours in any day (includes 60 minutes paid or unpaid break)

- **Maximum number of hours per day**
  - 12 hours (includes overtime hours)

- **Overtime hours**
  - Max 50 hours in any 4 week cycle except where there is an agreement to that effect. Any agreement cannot require the employee to work more than 12 hours in a day.
II. Overview of labour laws

- Employment standards

- Hours of work [s.17-24] (cont’d)

- Compressed working week
  
  - By a written agreement an employee may be allowed to work up to 12 hours in a day, inclusive of any meal interval, without receiving overtime pay [s.21(21)]

  - Hours may be compressed as follows:
    - 45 hours a week
    - Maximum of 5 working days in a week
    - Maximum of 10 overtime hours in a week
II. Overview of labour laws

- Employment standards

- Hours of work [s.17-24] (cont’d)

  - Averaging of ordinary and overtime hours
    - A collective agreement may provide for averaging of ordinary and overtime hours for an agreed period not exceeding 1 year.
    - Hours may be averaged as follows:
      - 40 ordinary hours a week over the agreed period
      - Maximum of 10 overtime hours a week over the agreed period

  - Break in a working day
    - Employee to get a break of at least 60 minutes for continuous work of more than 5 hours
    - If nature of work requires the employee to work, or be available to work, during break they shall be entitled to payment
II. Overview of labour laws

- **Employment standards**

- **Hours of work [s.17-24] (cont’d)**
  - **Daily rest period**
    - Daily rest period of at least 12 consecutive hours (between end and start of work)
    - Hours may be reduced to 8 hours by written agreement provided there is break in ordinary working hours of at least 3 hours or the employee lives on the premises of the workplace.
  - **Weekly rest period**
    - Weekly rest period of 24 hours (between last ordinary work day in the week and the next).
    - A written agreement may provide for a rest period of at least 60 consecutive hours every two weeks or; reduction by 8 hours if the following week’s rest period is extended equivalently.
    - If employee agrees to work during the weekly rest period the **employer is to pay double the employee’s hourly basic wage** for each hour worked during the period.
II. Overview of labour laws

- Employment standards

- Hours of work (cont’d)

- Night work
  - Work performed between 8pm – 6am is deemed night work

- Night work pay
  - 5% of basic wage for each hour worked at night. If hours worked are overtime hours, the 5% shall be calculated based on the overtime rate.

- Restrictions against night work
  - For pregnant women 2 months before delivery except with doctor’s permission.
  - For nursing/breastfeeding mothers 2 months after giving birth, except with doctor’s permission.
  - For children below 18 years of age.
  - For employee who is certified as unfit to work at night.
II. Overview of labour laws

- Employment standards
- Hours of work [s.17-24] (cont’d)
  - Public Holidays [s.25]
    - An employee who works on a public holiday specified in the Public Holidays Ordinance is to be paid double (2x) his/her basic wage for each hour worked on that day
- Exceptions
  - Standard on hours of work does not cover employees who manage others on behalf of the employer and who report directly to the senior management employees.
  - Standard on hours of work does not apply in cases where there is an emergency [s.17- (2)] and relate it to the exceptions regarding forced labour.
II. Overview of labour laws

- Employment standards
- Remuneration [s.26] (cont’d)

- Calculation of Wage Rates
  - Hourly, daily, weekly, fortnightly or monthly wage rates to be calculated as per Table provided in the First Schedule of ELRA
  - An employee who is paid on basis other than time worked shall be considered to be paid on a weekly basis and the basic weekly wage is to be calculated on the amount earned over the immediately preceding 13 weeks or actual period worked if less than 13 weeks.
  - Minimum wages are as prescribed in Labour Institutions Wage Order, 2013

- Payment of Remuneration
  - Payable and due at end of contract and on agreed pay day
  - Advances are permitted on completion of half the contract period
  - In cash, cheque or direct deposit. If cash, in sealed envelope
  - Supported by written statement of particulars (pay slip)
II. Overview of labour laws

- Employment standards

- Remuneration [s.26] (cont’d)
  - Partial Payment as Allowance in Kind
  - [s.27 (4)] The Minister may issue a regulation to provide the partial payment of remuneration in the form of an allowance in kind at fair and reasonable value for the personal use by the employee and his/her family. Such allowance shall in no case include alcoholic beverages or noxious drugs.

- Deductions
  - Employer may make deductions permitted by law, collective agreement, wage determination, court order or arbitration award and other deductions that the employee has consented to in writing.
  - Deductions to reimburse the employer for loss or damage must comply with ELRA.
  - Total deductions not to exceed ¼ of the employee’s remuneration.
## II. Overview of labour laws

- **Employment standards**

- **Leave [s.29 – s.34]**

  - **Annual leave**
    - 28 consecutive days paid leave in 12 months cycle
    - Employee with less than 6 months service not entitled to leave
    - Payment in lieu prohibited
    - Leave can be deferred with consent of employee for maximum of 12 months after due

  - **Sick leave**
    - 126 days total in any 36 months cycle as follows:
      - 63 days full pay
      - 63 days half pay
      - Includes excudes duty (ED)
II. Overview of labour laws

• Employment standards

• Leave (cont’d)

• Maternity leave

• Maternity leave is an entitlement to a female employee irrespective of her status.

• Female employee must give NOTICE of at least 3 months to the employer of their intention to take maternity leave and the notice should be supported by a medical certificate [s.33-(1)].

• A paid maternity leave of 84 days shall be granted to employees within a leave cycle of 3 years [s.33-(6) (a)]. If child dies within year of birth, the employee is entitled to an additional 84 days paid maternity leave within the leave cycle.

• The leave shall be extended to 100 days if there are multiple birth [s. 33-(6) (b)].

• Maternity leave may commence anytime from 4 weeks before the expected date of confinement or at an earlier date subject to production of medical certificate that it is necessary for the employee’s health or that of her unborn child [s. 33-(2)].
II. Overview of labour laws

- Employment standards

- Leave (cont’d)

  - Maternity leave (cont’d)
  - Maximum of 4 paid maternity leave terms by an employer.
  - Breastfeeding during working hours up to 2 hours per day.
  - Pregnant employees or nursing mothers are not allowed to perform work that is hazardous to their health or the health of the child [s. 33-(9)].

- Paternity Leave
  - 3 days paid paternity leave in 36 months cycle
  - To be taken within 7 days of child’s birth
  - Employee must be father of the child
II. Overview of labour laws

- Employment standards

- Leave (cont’d)
  - Other forms of leave (including compassionate leave)
  - At least 4 days in 36 months cycle for any of the following events:
    - Sickness or death of employee’s child
    - Death of employee’s spouse, parent, grandparent, grandchild or sibling
## II. Overview of labour laws

- **Labour Institutions Wage Order, 2013**
- **Sets sectoral minimum wages**

### Fringe benefits
- Specifies that terms and conditions of employment as well as fringe benefits are as per employment standards specified under ELRA. In case of better terms, as per the employment contract or collective bargaining agreement [Para 5(1)].
- An employee who enjoyed better terms at the time of coming into effect of the order (i.e. on 1\textsuperscript{st} July 2013) shall continue to be entitled to receive the better terms for as long as he/she is employed by the same employer.

### Leave travel assistance
- An employee is entitled to leave travel assistance once every two years of continuous service with the same employer.
II. Overview of labour laws

- Savings and Transitional Provisions, Third Schedule ELRA

- Medical treatment and medicines
  - An employer is required to provide medical treatment and medicines for an employee and dependents who reside on the employer’s property i.e. the employer is the legal owner of the property. (The Employment Ordinance Cap 366 Section: 100)

- Burial
  - An employer is required to provide a decent burial for an employee and dependents who reside on the employer’s property i.e. the employer is the legal owner of the property. (The Employment Ordinance Cap 366 Section: 102).
III. Policies

- Certain laws specify the types of policies employers should have. Examples:
  - **ELRA Section 7 on Non Discrimination** requires every employer to develop employment policies and practices in respect of:
    - Recruitment, advertising, selection criteria and appointment.
    - Job classification and grading.
    - Remuneration, benefits and terms and conditions of employment.
    - Job assignments.
    - The work environment and facilities.
    - Training and development.
    - Selection for promotion, transfer and demotion.
    - Discipline and disciplinary procedures and termination of employment.
III. Policies

- Certain laws specify the types of policies employers should have. Examples (cont’d):
  - HIV and AIDS (Regulation and Control Act, 2008 [s. 9])
    - Every employer in consultation with the Ministry to establish and coordinate a workplace programme on HIV and AIDS for employees under his control. Programmes to include provision of gender responsive HIV & AIDS education, distribution of condoms and support to people living with HIV and AIDS.
  - Persons with Disabilities Act No. 9 of 2010 [s. 96]
    - Employment advertisements to encourage persons with disabilities to apply.
  - OSH Act No. 5 of 2003 [s.96]
    - An employer who employs more than 4 employees in a workplace has the duty to prepare a written policy on the protection of health and safety of employees and make it available to employees.
### IV. EMPLOYERS’ CONCERNS

- Labour law regime pro-employee.
- Dishonest employees rewarded based on tchnicality i.e. wrong termination procedure.
- Disputes/litigation cases take too long in CMA and Labour Court.
- Cumbersome/lengthy procedures for termination based on operational requirements (retrenchment).
- Award for unfair termination (basic salary plus allowances) excessive.
- Lack of flexibility/gaps e.g. limits on hours of work, employment contracts for specific period, no study leave, no time-off in lieu, no study leave or sabbatical, no limit for breastfeeding break, etc.
- High cost of employment:(SDL, employment taxes, night work allowance, social security contribution rates highest in EAC, new workers’ compensation fund, minimum wages)
- Etc.
IV. EMPLOYERS’ CONCERNS

- The Association of Tanzania Employers (ATE)
  - The Association of Tanzania Employers (ATE) continues to lobby and advocate for changes to improve competitiveness of Tanzanian workers. Many of the issues were identified in the ATE Business Agenda 2011-2014 and are being worked on.
  - ATE has recorded some successes e.g. repeal of contentious minimum wage ordinance of 2010 (GN. 172), SDL reduction, from 6% to 5% (had proposed reduction to 2%) social security fund contribution basis (NSSF now pegged on basic not gross) and continues to press for more concessions.

- Labour Law Reforms
  - The labour law reform process appears stalled. Stakeholders and observers are concerned about the seemingly arbitrary manner in which changes are made (moving goal posts). The retrogressive laws that have been passed and are about to become operational e.g. the repealed minimum wage order, (+/ve) repeal on ban of early withdraw of social security benefits (-/ve); temporary ban on outsourcing (-/ve), increase in work permit fees (-/ve) are cause for concern.
  - The scrutiny that the Big Results Now (BRN) process will bring to the Ministry of Labour and Employment and the reform process is a welcome development.
V. Your Questions

- **Labour laws in relation to expatriates**
  - There are no separate laws. The Foreign Citizens Employment Act will reportedly be tabled in 2015.
  - Non citizens require permission to work in Tanzania. Permits also required for students and volunteers.
  - Pension funds allow for withdraw of contributions on completion of contract.
## V. Your Questions

- **Employment contracts - What are the differences? Is there time limit? Benefits?**

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<tr>
<th>Type</th>
<th>Differences</th>
<th>Time Limit</th>
<th>Benefits</th>
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| Contract for unspecified period | -Permanent  
- Safe choice                                   | None                        | - Doesn’t need to be renewed frequently  
- May give some employees/employer's sense of security |
| Contract for specified period | -Fixed term contract that comes to an end  
on specified expiry date.  
- Riskier choice                        | Yes. Based on agreement.      | - Gives employer/employee a way out  
- May motivate employee to perform better (renewal)  
- Suitable if funding short-term or conditional |
| Contract for specified task  | Duration depends on nature of task               | Yes. Based on task.         | - Task specific.  
- Usually short term (Labour court defines as daily) |
V. Your Questions

- Domestic workers contracts – how to defend claims from disgruntled workers
  - Use written contracts.
  - If employee cannot read or write have them bring a representative who can as witness.
  - Get a Kiswahili translation to ensure understanding.
  - Keep records (remember the obligation to prove a claim rests with the employer).
  - Observe standards on hours of work.
  - When unsure of your rights and obligations, seek advice.
V. Your Questions

- Termination for theft – how does one terminate for theft without going through police or lengthy court case?
  - There are 2 options
  - **Option 1:**
    - Rule 12 sub-rule 3 (Fairness of the Reason) of The Code of Good Practice includes gross dishonesty as an act that may justify termination. In this case the employer may dispense with warnings (even for a first time offence) and hold a disciplinary hearing which should follow procedural fairness i.e. Chair to be senior manager, employee to receive reasonable notice, based on the circumstances (minimum of 48 hours), present evidence, give employee to be represented, call witnesses and respond/defend against charges.
  - The hearing should be finalised within reasonable time and communicate decision in writing with brief reasons.
V. Your Questions

• Termination for theft – how does one terminate for theft without going through police or lengthy court case?
  ◦ Option 1 (Cont’d)
    ◦ The notice of termination should include reasons for termination.
    ◦ Employee to be reminded of rights to defer dispute concerning fairness to the termination under a collective agreement or Commission for Mediation and Arbitration under ELRA
  ◦ Option 2
    ◦ Rule 13 sub-rule 11 (Fairness of the procedure) of The Code of Good Practice states an employer may dispense with the Rules under exceptional circumstances if the employer cannot reasonably be expected to comply. An employer is not required to hold a hearing if action is taken with the consent of the concerned employee.
V. Your Questions

- **Termination for theft** – how does one terminate for theft without going through police or lengthy court case?
- **Proof of fair termination**
  - An employer has the burden of proving the fairness of a termination. The burden of proof is based on a balance of probabilities not beyond a reasonable doubt.
- **N.B. Disciplinary action against an employee who has been charged with a criminal offence is prohibited**
  - An employer cannot take any form of disciplinary action (e.g. penalty or termination) against an employee who has been charged with a criminal offence that is substantially similar until a final decision, including appeals, has been made by the Court [s. 37(5) ELRA]
V. Your Questions

- Minimum reference letter – what is the minimum reference letter or letter of service one can give? Does one have to give a reference?

- Section 44 (2) of ELRA requires an employer to issue “a prescribed certificate of service” to a terminated employee.

- The certificate of service is issued irrespective of the reasons of termination. It is therefore wrong to deny any employee this entitlement of certificate of service.
V. Your Questions

- Can an employer require an employee who has been terminated for bad conduct or poor performance to serve out a one month notice period and assign them ‘busy work’ instead of paying out months salary in lieu of notice of termination?

- ELRA s.41(5) makes issuance of notice of termination optional and allows an employer to pay an employee remuneration in lieu. Further, ELRA s.41(6) states if an employee refuses to work during the notice period, the employer may deduct the amount of money the employee would have been entitled to had he/she worked from terminal payments.

- An employer may wish to have the employee who was terminated for poor performance serve out their notice but the one who was terminated for bad conduct should be released immediately. It is not uncommon for employees on probation who are not confirmed to work until the expiry of their contract or for employees. Same goes for fixed contracts.
V. Your Questions

- Deduction of final employee dues from NSSF or PPF – When an employee resigns without notice and does not pay the required salary in lieu of notice, can the employer deduct this from his NSSF or PFF when he claims it?

  - This is still the practice and can be done with the employee’s written consent. Where funds are paid directly to the employee, the employer would have to ensure that once the employee receives his/her dues.

  - N.B. The Social Security Regulatory Authority attempted to outlaw early withdrawals as it is contrary to the aims of social protection circa 2012 but faced backlash from Trade Unions, and employees who lobbied Parliament and succeeded to repeal the law banning withdrawals.
V. Your Questions

- Leave travel assistance (ELRA s.31) - LTA has not been clearly addressed by the law, this has made most companies use their own procedures e.g. actual fare or as per employee salary.

- The above practices are correct.
- The requirement for LTA is found in the Minimum Wage Order and not ELRA. The Order does not prescribe mode of payment.
- The Wage Order stipulates that conditions and terms of employment, including fringe benefits should comply with employment standards specified under ELRA or in case of better terms, as per the employment contract or collective bargaining agreement.
- LTA is payable once every two years and is in addition to paid annual leave.
V. Your Questions

- Severance allowance (ELRA s. 42) – In practice a person [who] worked for 10 years is paid 70 days salary, but it is not clear which salary should be used to calculate the allowance. Is this the last salary?
- Correct. The basis used is the last salary.
VI. Discussion
VII. Useful contacts

- The Association of Tanzania Employers (ATE)
  1st Floor, SSTL Group Building
  Dunga Street, Kinondoni
  Website: www.ate.or.tz

- The Government Bookshop
  Jamhuri Street (opp. Azam roundabout)

- The Government of Tanzania Website
  Website: www.Tanzania.go.tz
VIII. References

- Persons with Disabilities Act No. 9 of 2010
- HIV and AIDS (Regulation and Control Act, 2008.
- OSH Act No. 5 of 2003.
Thank you for listening

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