

Mining Commission (Guideline for Submission of Local Content Plan)

GOVERNMENT NOTICE No. 305 Published on.13/07/2018

THE MINING (LOCAL CONTENT) REGULATIONS, 2018
(GN. NO.3 OF 2018)

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GUIDELINE
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(Made Under Regulation 6 (2) (b))

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**THE MINING COMMISSION (GUIDELINE FOR SUBMISSION
OF LOCAL CONTENT PLAN) 2018**

**PART I
PRELIMINARY PROVISIONS**

Citation and
Commencement

1. This Guideline may be cited as The Mining Commission (Guideline for Submission of Local Content Plan) 2018 and come into operation on the date of its Publication in Government Gazette.

Application
Cap.123

2. This Guideline shall apply to all applicants of Mining Rights and holders of Prospecting Licence, Mining Licence, Special Mining Licence, Processing Licence, Smelting Licence and Refining Licence issued under the Mining Act; include their Contractors, Subcontractors or other allied entity carrying out mining activities.

PART II

DECLARATION TO ENSURE THAT FIRST CONSIDERATION IS GIVEN TO GOODS AND SERVICES PROVIDED IN TANZANIA AND EMPLOYMENT AND TRAINING OF TANZANIANS

I/We (Full Name in Capital Letters) applicant of (Mineral Rights)/Holder of (Mineral Rights)/Contractor or a Sub-Contractor of a Holder of Mineral Right..... (state the name of the holder of the mineral right and the type of mineral right) acknowledge my/our responsibility in ensuring that in implementing a Local Content Plan, first consideration shall be given to services and goods procured and manufactured in Tanzania and those meeting the specifications of the mining industry.

Furthermore, I/We guarantee to give priority in employing and training qualified Tanzanians and commit to reserve adequate practical training opportunities to students from local training institutions. As an applicant for mineral right/mineral right holder/contractor/sub-contractor or other allied entity shall maximize knowledge transfer to Tanzanians, establish management and technical capabilities which include necessary facilities for technical work and interpretation of technical data.

I/We shall conscientiously ensure compliance with all that is stated above and in any event of non-compliance, I/We commit myself/ourselves to be held responsible.

SIGNATURE and/SEAL OF THE COMPANY

Name:

Signature:

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Designation:

Date:

Witnessed by:

Name:

Signature:

Designation:

Date:

PART III

(A) COMPANY/SOCIETY PARTICULARS	
Registered Name of Company Postal address, physical address, telephone number, email address, website.	
Company Registration/Incorporation Number	
Date of Registration (day/month/year)	
Place of Registration (City/)(where the office resides)	
Certificate of Compliance	
Tax Identification Number (TIN)	
Tax Clearance Certificate Number (attach a certified copy)	
List of Board of Directors with their certified copies of Passports, Residence Permits and Work Permits (if any) for non-Tanzanians/Passports, National IDs, Driving Licenses or Voters Registrations Card for Tanzanians	
A certified copy of Memorandum and Articles of Association of the Company (to be attached) showing List of Shareholders and Percentage of Shares and Nationality of Shareholders.	

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A certified copy of the Certificate of Incorporation of the company (to be attached)	
A certified copy of mineral right(s) previously held (if any) (to be attached)	
Is your Company a Subsidiary or a Parent Company	
Details of Company products and/or services	
Financial status of the Company for the last three (3) years (attach audited financial reports)	
Registration number and date of registration at The Stock Exchange	Registration Number Date of Registration
Company Profile (to be attached)	
Any other information related to changes within the Company (if any).	
(B) NON COMPANY APPLICANTS PARTICULARS	
Name of the Applicant	
Postal Address	
Physical Address	
Telephone Number	
Email Address	
Website	
Nationality	
Identity Card (Passport, National ID, Driving License or Voters registration(s) card for Tanzanians or Passport/Work Permit, Residence Permit for non-Tanzanians)	
Certified copy of the Identity Card	
Certified copy of mineral right (s) license (s) held previously (if any)	
Bank details of all bank account held	

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(C) ESTABLISHED OFFICE ADDRESS AND LOCATION OF THE PROJECT	
Postal Address	
Physical Address: House/Plot Number (s), Street Name, Town/City, Region	
Telephone Number (s)	
Fax Number (s)	
Email Address (es)	
Website	
(D) CONTACT PERSON	
First Name, Middle Name and Surname	
Position	
Business Address	
Telephone Number (s)	
E-mail Address	
ID / Passport Number	
Place of Issue	
Date of Issue (day/month/year)	
Expiry Date (day/month/year)	
Nationality (attach a certified copy of Passport, Residence Permit, Work Permit)	
<i>NB: Contact Person should be responsible to respond to all queries</i>	

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PART IV EMPLOYMENT AND TRAINING SUB-PLAN (attach a separate sheet if required)													
A. EMPLOYMENT SUB-PLAN													
Section/Personnel	Total No. of Employees				Number and % of Tanzanians	Number and % of Foreigners	Projected No. of New Employees Local and Foreign If any	Positions/Projected Vacancies*	Expected Vacancies to be filled by Tanzanians*	Minimum Skills Required (Each Position)	Anticipated expenditure in employment*		Remarks/Comments
	Total	F	M	D							Foreigners	Tanzanians	
Management													
Department / Functional Distribution													
Environment, Health and Safety staff													
Technical (e.g. Engineering/Geology/Legal/Surveying / ICT)													
Supply Chain													
Administration													
Finance													

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Human Resource																							
Other (Specify)																							
Summary																							
Core Technical staff																							
Other Staff																							
NB: F = Female years)											M = Male		D = Disabled (M&F)		* = Stated projection can be annual and long term (five								

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B. TRAINING SUB-PLAN									
Training Programme	Projected Training Beneficiaries*	Department /Unit	Objective of Training Programme	Duration	Budget (TZS/\$)	Source of Finance	Place		Remarks / Comments
							Outside Tanzania	Within Tanzania	
Attachment / Industrial Programme									
On-Job Training									
Academic Programmes (Certificate, Diploma, Bachelor, Post Graduate Diploma, Masters, PhD, etc)									
Professional Training (eg. CPA, ACCA, Law School, etc)									
Short Courses									

NB: * = Stated Projection can be annual and long term (five years)

**PART V
SUCCESSION PLAN FOR POSITIONS HELD BY FOREIGNERS**

SUCCESSION PLAN							
Name (s) of Current Expatriate (s)	Position	Department	Tanzanian (s) Successor	Required Training	Duration for Succession	Performance Indicator	Remarks / Comments

**PART VI
RESEARCH AND DEVELOPMENT SUB-PLAN**

Research and Development Initiatives	Project	Objective (s)	Duration	Expected Expenditure (TZS/\$)	Implementation Strategy	Collaborating Institution (if applicable)	Remarks / Comments

PART VII

TECHNOLOGY TRANSFER SUB-PLAN

<p>a) Provide a detailed plan on how your Company intends to promote Technology Transfer to Tanzanians (attach a separate sheet if required).</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p>b) Outline the steps to be taken by your Company towards implementing your Technology Transfer Sub-Plan (attach a separate sheet if required).</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
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PART VIII
INSURANCE AND RE-INSURANCE SUB-PLAN

A. INSURANCE AND RE-INSURANCE	
Name of Insurer / Insurance Company	
Telephone Number (s)	
Postal Address	
Physical Address: Location / Office (village/town/city)	
Email Address (es)	
Website	
Licence / Permit Number (NIC)	
Type of Insurance Cover (s)	
Policy Number (s)	
Sum Insured/Liability (TZS/\$)	
Estimated Insurance Premium (TZS/\$)	
Risk / Asset Insured	
Period of Insurance	
Location of the Risk (Asset Insured)	

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B. LOCAL BROKER	
Full Name of the Broker	
Physical Address	
Postal Address	
Telephone Number (s)	
Email Address (es)	
Website	
Contact Person (s)	
License / Permit Number (NIC)	

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PART IX

BANKING AND FINANCIAL SERVICES SUB-PLAN

BANKING DETAILS AND SERVICES										
Name of the Bank	Location/Office	Postal Address	Telephone Number (s)	Website	Email Address (es) and website	Currency	Type of account	Projected expenditure (Six months)	Financial services to be utilized	Remarks/Comments

*Provide Bank Details of all Bank Accounts

A. SERVICES BY FINANCIAL INSTITUTIONS											
Name of the Financial Institution	Location /Office	Postal Address	Country	Telephone Number (s)	Website	Email Address (es) and website	Currency	Type of Financial Services	Projected expenditure (Six months)	List of Financial services to be utilized	Remarks/Comments

PART X

LEGAL SERVICES SUB-PLAN

A. LEGAL SERVICES TO BE PROCURED FROM TANZANIA LEGAL FIRMS											
Name of the Law Firm	Physical address	Postal Address	Location / Office	Telephone Number (s)	Website	Email Address (es) and website	Names of Tanzanian legal practitioners in the firm	Forecast of legal services per year	Forecast of legal services for long term	Annual legal services budget (TZS/\$)	Remarks/ Comments

B. LEGAL SERVICES TO BE PROCURED FROM TANZANIA LEGAL PRACTITIONER													
Name of a Tanzania Legal Practitioner	Postal Address	Physical address	Telephone Number (s)	Website	Email Address (es) and website	TIN Number	Business Licence No.	Advocate Practicing Certificate No.	Advocate Admission Certificate No. and Roll No.	Forecast of legal services per year	Forecast of legal services for long term	Annual legal services budget (TZS/\$)	Remarks/ Comments

PART XI

HEALTH, SAFETY AND ENVIRONMENT SERVICES

A. SECURITY SERVICES TO BE PROCURED

Name of the Security Company	Physical Address	Postal Address	Location/ Office	Telephone Number (s)	Website	Email address(es) and website	Number of Tanzanians to be employed	Projected Expenditure (TZS) on Security Services	Number of Contracts entered	Remarks/ Comments

B. COOKING AND CATERING SERVICES TO BE PROCURED

Name of the Catering Company	Physical Address	Postal Address	Location/ Office	Telephone Number (s)	Website	Email address (es) and website	Number of Tanzanian Catering Entities to be engaged	Projected Expenditure (TZS/\$) on Catering Services	Number of Contracts entered	Remarks /Comments

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C. MEDICAL SERVICES TO BE PROCURED							
Type of Medical Service	Name of the Medical Service Provider	Location / Office	Postal Address	Telephone Number (s)	Email Address(es) and website	Projected Expenditure (TZS/\$) of Medical Services	Remarks/ Comments

D. CLEANING AND LAUNDRY SERVICES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number(s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/ Comments

E. OTHER SUPPORTING SERVICES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number(s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

PART XII

RESEARCH AND DEVELOPMENT RELATING TO IN-COUNTRY SERVICES

A. ENGINEERING STUDIES, FACILITIES AND DRILLING, etc TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number(s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

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B. GEOLOGICAL AND GEOPHYSICAL SERVICES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number(s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

C. SAFETY AND ENVIRONMENTAL STUDIES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number (s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

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D. FREIGHT FORWARDING, LOGISTIC MANAGEMENT SERVICES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number(s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

E. SUPPLY BASE, WAREHOUSE, STORAGE SERVICES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number (s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

PART XIII
INFORMATION SYSTEM, INFORMATION TECHNOLOGY AND COMMUNICATION SERVICES

INFORMATION SYSTEM, INFORMATION TECHNOLOGY AND COMMUNICATION SERVICES TO BE PROCURED							
Type of Service	Name of the Service Provider	Location / Office	Postal Address	Telephone Number (s)	Email Address (es) and website	Projected Expenditure (TZS/\$) on Services	Remarks/Comments

PART XIV
WORKS, GOODS AND EQUIPMENT MANUFACTURED / PROCURED / AVAILABLE IN TANZANIA

A. WORKS AVAILABLE IN TANZANIA						
Type of works to be engaged / procured	Amount of works	Location or Place of the works to be Procured (village / city)	Timeframe for Procurement	Method of Procurement	Projected Expenditure (TZS/\$)	Remarks / Comments

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B. GOODS PRODUCED IN TANZANIA						
Type of goods to be purchased	Name of the supplier	Location/office (village / city)	Place of goods to be Purchased	Method of Procurement	Projected Expenditure (\$/TZS)	Remarks/ Comments

C. EQUIPMENT PROCURED/MANUFACTURED IN TANZANIA						
Type of equipment to be Procured	Name of the Manufacturer	Location/ Office	Place of the equipment to be Purchased (village / city)	Quality and Safety of Method of Procurement	Projected Expenditure (TZS/\$)	Remarks/ Comments

Dodoma
10th July, 2018

PROF. IDRIS S. KIKULA
Chairman of the Mining Commission