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Mapping of migration data sources in Tanzania

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DISCLAIMER

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LIST OF ACRONYMS

ACP	Africa, Caribbean and Pacific Group of States
CSFM	Centre for the Study of Forced Migration
EPZA	Export Processing Zones Authority
ILO	International Labour Organization
IOM	International Organization for Migration
MFAIC	Ministry of Foreign Affairs and International Cooperation
MOHA	Ministry of Home Affairs
MOHSW	Ministry of Health and Social Welfare
MOLE	Ministry of Labour and Employment
MNRT	Ministry of Natural Resources and Tourism
NBS	National Bureau of Statistics
NIDA	National Identification Authority
PIRS	Personal Identification Registration System
TAA	Tanzania Airports Authority
TANTRADE	Tanzania Trade
TaESA	Tanzania Employment Services Agency
TIC	Tanzania Investment Centre
TRA	Tanzania Revenue Authority
UDSM	University of Dar es Salaam

1) INTRODUCTION

Migration flows in Tanzania have been dominated by refugees, mixed migration and rural urban migration. In the past, internal labour migration has occurred between the so-called labour reserve areas and developed areas (with plantations) within the country. However, there has also been a wave of labour migration to mining areas in South Africa and Zambia. Migration trends in Tanzania are now changing with the repatriation and naturalization of most refugees, increasing emigration and mixed migration, while Tanzania continues to receive a number of migrants working in the countries as experts and investors.

Tanzania is surrounded by eight countries (Kenya, Uganda, DRC, Rwanda, Burundi, Mozambique and Malawi and Zambia) which also makes border movements important for the country's development, but at the same time challenging in terms of ensuring security. In Tanzania, migration is commonly viewed within the traditional security framework, rather than from the perspective of its positive impacts on development. In this sense, many institutions view the data they collect as confidential and do not share it with policymakers and researchers. In fact, most institutions collect such data only for their internal use and primarily for purposes related to reporting to their own ministries and for budgeting purposes to the national parliament. Most of the data is not stored or processed in digital databases making it difficult to conduct adequate analysis and to make data accessible policymakers, researchers or the general.

Overall, several improvements in migration data management are possible. Out of the 16 institutions assessed, only 6 have databases, namely the National Bureau of Statistics (NBS), National Identification Authority (NIDA), the Immigration Services Department, the Tanzania Airports Authority, the Tanzania Revenue Authority (TRA) and the International Organization for Migration (IOM). A total of four have data in digital form but no databases, namely the Tanzania Employment Services Agency (TAESA), the Export Processing Zones Authority (EPZA), Tanzania Trade (TANTRADE) and University of Dar es Salaam. Finally, four get data from Immigration, namely Tanzania Investment Centre (TIC), Tourism, Labour and Public Services ministries. ILO does not collect data and the Ministry of Health Social welfare is preparing to collect data on trafficking. Most of the data is not analysed nor shared but used internally for planning and budgeting.

This assessment was carried out in close coordination with the Government of Tanzania. The ACP Observatory on Migration commissioned this assessment in an effort to assess the availability and quality of existing migration statistics in Tanzania as well as the current status of migration data management. This report identifies the existing sources of migration data, assesses what data is available and in what format, considers how accessible this data is and evaluates existing migration data management capacities in terms of both human resources and ICT infrastructure. In conclusion, practical measures are recommended to enhance the availability and quality of data on migration that would allow informed and timely development of policies, programs or general information dissemination.

2) METHODOLOGY

The information found in this assessment was gathered through open-ended interviews (guided by the questionnaire and interview guide shown in Annex 1) with officials from 16 Tanzanian government institutions working on migration-related matters (Table 1).

Table 1 – Institutions selected for assessment of migration data

	Institution	Criteria for inclusion in the MDMA
1.	Ministry of Health and Social Welfare (MOHSW)	Does not collect any data but plan to collect data on trafficking in the future following the introduction of the Anti-trafficking Act of 2008.
2.	Ministry of Home Affairs (MOHA)	International migration both voluntary and forced.
3.	Ministry of Industry and Trade - Export Processing Zone Authority (EPZA)	Records on data on exports by migrants
4.	Ministry of Labour and Employment (MOLE)	Uses data from Immigration Department of MHA on migrants seeking employment in Tanzania.
5.	Ministry of Natural Resources and Tourism (MNRT)	Uses data from Immigration department of the MHA on migrants who arrive to Tanzania as tourists
6.	National Bureau of Statistics (NBS)	Conduct censuses and household surveys, has questions on international and internal migration.
7.	National Identification Authority (NIDA)	Establish and maintain national population register of all foreigners residing in Tanzania for more than 6 months and issue national identification cards.
8.	President's Office - Public Service Management	Use data from Immigration Department of the MHA Data on in migration and emigration of government officials.
9.	Tanzania Airport Authorities (TAA)	Data on flows of internal and international migrants by planes
10.	Tanzania Employment Services Agency (TaESA)	Issue permit (a letter) to Tanzanians going to work abroad has data on Tanzanians working abroad/seeking employment abroad.
11.	Tanzania Investment Centre (TIC)	Used data from Immigration Department on migrants who arrive to Tanzania as investors
12.	Tanzania Revenue Authority (TRA)	Data on revenue contributed by international migrants in Tanzania
13.	Tanzania Trade (TANTRADE)	Data on migrants arriving to Tanzania for trade exhibitions
14.	University of Dar es Salaam (UDSM)	Qualitative and quantitative studies on different forms of migration internal and international.
International organizations		
15.	International Organization for Migration (IOM)	Collects and maintains a database on child trafficking, PIRS (Personal Identification Registration System) and AVR (Assisted Voluntary Return).
16.	International Labor Organization (ILO)	Supports Ministry of labour in international migrants data management and uses the data.

Three more Institutions which were identified but were not available for the interview at the time this report was finalized, namely the Bank of Tanzania, President's Office, Planning, Ministry of

Foreign Affairs. Officials with several different roles and responsibilities related to migration data management were interviewed to ensure a wide range of perspectives. A total of 29 government and non-governmental officials from the 16 institutions were interviewed (see Annex 2 – Stakeholders interview List). Sample data was collected from Immigration, Ministry of Labour and Airports Authority.

3) MIGRATION DATA MANAGEMENT IN TANZANIA

In Tanzania, migration is commonly viewed within the traditional security framework, rather than from the perspective of its positive impacts on development. In this sense, many institutions view the data they collect as confidential and do not share it with other public agencies, policymakers or researchers. In fact, most institutions collect such data only for their internal use, primarily related to reporting and budgeting purposes.

Most migration data is not stored or processed in digital databases making it difficult to conduct adequate analysis and to make data accessible policymakers, researchers or the general. Out of the 16 institutions assessed, only 6 have databases, namely the National Bureau of Statistics (NBS), National Identification Authority (NIDA), the Immigration Services Department, the Tanzania Airports Authority, the Tanzania Revenue Authority (TRA) and the International Organization for Migration (IOM). A total of four have data in digital form (MS Word or Excel) but no databases, namely the Tanzania Employment Services Agency (TAESA), the Export Processing Zones Authority (EPZA), Tanzania Trade (TANTRADE) and University of Dar es Salaam. Finally, four obtain data from Immigration, namely Tanzania Investment Centre (TIC), Tourism, Labour and Public Services ministries. ILO does not collect data and the Ministry of Health Social welfare is preparing to collect data on trafficking. Most of this data is not analysed nor shared but used internally for planning and budgeting.

Ministry of Home Affairs manages international migration data through its Department of Immigration and Refugee. The Immigration Department collects data on international migration from different borders posts and assembles it at headquarters. The data is collected by different data clerks who are placed in the different border posts. Upon arrival or departure international migration fills arrival or departure forms respectively (Annex 3). The details filled in this forms generates data which is entered in excel. The data is then sent to headquarters either by email where it is compiled to form national data. Annex 3 also shows columns generated for the data in excel. They include nationality, visiting friends, holiday visitors, business visitors and transit, return resident and others and total. Only totals are recorded. The other set of data that is generated from these arrival data is for those requesting for permanent residence. Migrants seeking permanent residence are required to fill the form, which collects data which on name, nationality, date of issue, date of expiry position and address (Annex 3). Other Departments of the Ministry i.e. Police and the Prison are only involved in data management when there is a migrant criminal which can lead to imprisonment of the migrants. Immigration has PIRS data base system which was established by support from IOM. The system has a webcam for picture taking, finger printing machine and passport reader which is hooked in a computer and store data or verify migrants information in case of existing data. This is only for Tanzanians and other nationals are required to fill the arrival and destination cards.

The Immigration shares this data with TIC, Ministry of Employment and Labour, MNRT, the Public Services and NIDA. Migrants who are either investors, tourists, migrant labour and government officials reports first to these institutions where they also fill different form. For TIC for example they fill an application for investment certificate, for Ministry of Employment they fill form on employment and for NIDA form 2A for non residents. Then these institutions requests

data/information of the migrants from the Immigration as a way of verifying their status in the country. The data sharing between immigration and these institutions is purely manual.

NIDA is a new agency which was introduced to issue identification to all residents in Tanzania. NIDA collects data on all people residing in Tanzania for identification. These include migrants with permanent residency in Tanzania. Permanent residence includes those who will stay in Tanzania for a period of 6 months. NIDA collaborates with immigration in identifying status of different immigrants in the country. they also collaborate with many other institutions such as financial institutions, health, Zanzibar ID system, Birth and Deaths, National Census, Voters registry, BRELA (for registering companies) Government payment system, crime management, education, passports, tax system, social security system and government. Migrants staying legally in the country such as those with permanent residency or refugees fill forms attached as Annex 3 which is form 2B. It includes demographic data, education data, parents data and citizenship data. The process of registration is ongoing, NIDA has started giving some identification card and is still in the process of collecting information from other individuals.

NBS is the main institution in Tanzania that is trusted with national data and provision of national data and reports to Public through the 2002 Statistics Act of Tanzania. NBS collects data through census and household surveys. The data includes internal and international migration. A census is conducted every 10 years. Since independence Tanzania has had 4 censuses, the 1978, 1988, 2002 and 2012. The census questionnaire and household budget is attached as Annex 3. The Annex shows that migration data collected by the 2012 census report include questions number 50-53 which asks:

Question 50: Is there any member of the household who currently is living abroad?

Question 51: If the answer is yes what is the gender?

Question 52: Which country is he/she/ they living?

Question 53: Have you or any other members in the household receives or have received any support in terms of financial or other items from outside the country for the period of past 12 months?

IOM collects data on human trafficking and also deals with returning migrants. Data on human trafficking is collected by different NGOs who are supported by IOM in data collection. The NGOs submit the data to the IOM office where it is stored in access. The data is secured by using codes and sent by email. It is then downloaded using special software which recognizes the security codes and reveal the information. The data collected is on demographic characteristics of the victims of trafficking, trafficking process and exploitation. Tools for data collection and a sample of secured data were given and attached as Annex 3.

TAESA collects data on Tanzanians going abroad to work through their different zonal offices. The zonal offices are the Lake zone, Central zone, North zone and Coastal zone. TAESA also provide information, and trainings to potential migrant labour from Tanzania. The data is collected in the offices. Those who get employment outside the country submit their contracts, visa and TAESA writes letters of introduction for the migrants to the Immigration. The data collected include places of destination, type of work and contract and payment. There are private companies which are also assisting Tanzanians to go abroad for work but not linked to TAESA. TAESA do not have a system in place to know the number and the condition of those who live and work abroad who have not used their offices. They rely on embassies to give them information but not linked to the Ministry of Foreign Affairs. Migrants are also supposed to report any changes in their employment of location but many do not do so TAESA loose track of them immediately when they change their jobs or their location. There is no research or detailed analysis done on the data only for their own records and

for policy making. The data is only updated when the migrants communicate. TAESA does not have a data base but keep information word (for example the letters) or in excel file.

Tanzania Airport Authorities collect data on internal and international aircraft movement. This data include the number of people in the aircrafts. Data is collected using manifests, log books later entered into computer. Reports, are generated for forecasting, comparisons with other airports, for the Ministry of Transport. Special case research can also use the data and it helps to know of facilities needed at the airports. Airport Authority has data base on aircraft movements and number of passengers.

EPZA is an autonomous government agency under the Ministry of Industry and Trade. It deals with attraction and promotion of exports investment for industrialization and facilitates investors and issue license (EPZ). It also promotes multisectoral investment for both domestic and foreign markets (Investment opportunities in Tanzania Zone (undated bulletin). Although EPZA do not collect migration data per se it facilitates processing of residence permits to foreigners who want to invest in the country and also export. Data is collected by forms filled by foreign investors who are seeking permit. EPZA does not have data base, data are kept in excel or word and some in hardcopy in files. The Authority produces reports for Ministry of Industry and Trade. EPZA did not provide any sample of this data.

TRA is an institution that is charged with revenue collection in the country. TRA has well established data base that is used by all TRA offices in the country. Although TRA does not collect data on migration per se, the data on how much revenue from permanent residents or migrants can be obtained. However, no sample data was given.

TANTRADE collects data on international traders who arrive to Tanzania for trade exhibitions. Annex 3 shows the form that is used in data collection. The forms collect data on name of exhibitors, and addresses. They also produce reports from these forms of foreign exhibitors and their addresses.

UDSM collects data through different studies that are conducted by students and staffs. These data are in both quantitative and qualitative forms. There is also a Centre for the Study of Forced Migration and Migration Studies Centre which conduct research projects on migration. The Universities and the Centres have the library and documentation centres which keep both qualitative and quantitative studies on migration that can provide useful migration data. The information can be accessed via www.udsm.ac.tz/library from which a brief summary of the studies are posted. University of Dar es Salaam through its international relations also collects data on students admitted from different countries. The University is linked to Immigration in obtaining student visa for this category of immigrants. The office of the Vice Chancellor Academic has information on staff members from University who travels to different countries for academic reasons. For meetings, workshops, seminars etc. This is linked to the Presidents Office Public Services (Utumishi).

TIC, Ministry of Tourism, Public Services, Ministry of Labour and Employment do not collect data but uses data from Immigration. However, this data is shared manually upon request from Immigration Department by these Ministries. The Ministries initiate requests when migrants go to their office and they have to fill special forms for these offices again. ILO supports the Ministry of Labour and Employment for data collection therefore do not have data on migration. The Ministry of Health and Social Welfare does not collect migration data at the moment but is potential for collecting data on trafficking in the future.

A) DATA AVAILABILITY

The existing data/information on migration from the different institutions named above can be used to yield information on different migrant categories as summarised on Table 2 below. There is a lot of repetition in the type of data collected by different institutions listed below. For example, information on researchers, investors, tourists, traders, students, permanent residents and government officials can be obtained from Immigration. Instead each institutions administer their own forms again when migrants reports to their respective institutions. With exception of TAESA, IOM, Utumishi and UDSM which are interested in emigration, victims of trafficking and emigration of the government officials and intellectuals, most of the institutions are dealing with immigrants who arrived in the country for different purposes. Nevertheless, each institution collects its own data and there is data that is repeating which could easily be obtained from the immigration Department. Not all migrants are captured by the Immigration at the border posts but there are irregular migrants and those who live along the borders whose mobility is not recorded in the migration data.

Table 2 – Dataset Indicators by Migrant Category

	Institutions	Dataset	Indicators	Migrant Category
1.	Export Processing Zones Authority (EPZA)	Forms and letters	Investors by country of origin, place of birth, activities, qualifications and family status	Immigrants investors and exporters
2.	International Organization for Migration (IOM)	Forms	Total number of victims of trafficking registering with IOM, Personal data of victims of trafficking, trafficking process, and forms of exploitation of victims of trafficking	Victims of trafficking
3.	Ministry of Home Affairs (MOHA)	Border management systems, PIRS	Number of immigration and emigration, number issued type of visas/purpose of visit, Migrants refused entry; Net migration (total and rate, annually); different types of visas –flow; Overstays; refugees	Immigrants, emigrants, refugees
4.	Ministry of Labour and Employment (MOLE)	Forms	Total number of migrants with work permit in Tanzania, migrants working in Tanzania and their employers	Labour migrants
5.	Ministry of Natural Resources and Tourism (MNRT)	Annual Surveys on tourism, forms at tourist destinations	Total number of tourists to the country by year, major tourist entry points, tourists by destinations	Foreign tourists and their destinations in Tanzania
6.	National Bureau of Statistics (NBS)	1978 -2012 Census and household surveys	Number of immigrants in the country, number of emigrants from the country, amount of remittances, and number and flow of interregional migration in the country	Households with members outside the country, interregional migration

7.	National Identification Authority (NIDA)	Forms	Total number of migrants with permanent residency in the country, demographic characteristics of these immigrants, immigrants by their country of nationality, immigrants occupation	Permanent residents
8.	President's Office - Public Service Management	Forms	Total number of government officials on mission abroad and those from other governments on mission in Tanzania	Emigration and immigration of government officials and elites
9.	Tanzania Airports Authority (TAA)	Forms, logbooks manifests	Total number of passengers at a certain airport and number of lights	Total number of migrants and immigrants using the ports, migration flows
10.	Tanzania Trade (TANTRADE)	Forms	Number of foreign participants in the trade fare, list of foreign countries which represented in the trade fare	Immigrant traders
11.	Tanzania Employment Services Agency (TaESA)	Letters and forms	Number of Tanzanians going to work abroad, types of work, nature of migrants' contracts and amount of payment	Labour emigrants
12.	Tanzania Investment Centre (TIC)	Forms	Total number of foreign investors with capital above \$300,000	Foreign investors
13.	Tanzania Revenue Authority (TRA)	Forms	Permanent residents by economic activity, Total number of immigrants paying taxes, and the amounts	Immigrants paying taxes
14.	University of Dar es Salaam (UDSM)	Research reports, Theses, dissertations Letters and Forms	Trends in migration studies and data	Qualitative data on Internal migration, international migration of intellectuals

B) DATA MANAGEMENT – CURRENT PRACTICES

Current practice is that data is collected from different points and aggregated at the Headquarters of the institutions. Data is collected manually through forms that are filled by individual migrants themselves. The data is then entered into excel or word forms but some is kept in hardcopy formats. These data is used to produce reports mainly for institutions internal use. NBS is the only institution which collects data for public dissemination.

C) DATA SHARING

Currently Tanzania does not have a government's computerized system for data management but plans are on the way. There is no central place where government deposit data for other government institutions to use. Migration data is considered confidential information therefore kept within institutions collecting them. All institutions collect their own data and some only seek for confirmation from the Immigration Department on the status of the immigrants. Four of them rely from the data from immigration and collect addition data for their own use. These are the Ministry of Labour, Ministry of Tourism, Public Services and TIC.

Most of the data is used internally for the institutional reporting. Existing data sharing system include between the TIC, Employment, Utumishi and Tourism on one hand and the Immigration on the other. NBS share reports with public and all government institutions. Reports from NBS are used by other government agencies and is available on their website (www.nbs.go.tz) for the public, including researchers.

The data users are the once who deal with the analysis of the data and providing information to public. For example the Tourism Statistical Bulletin produces information on arrivals by country of origin and year. It also shows market share by different entry points, and earning from tourism in a year. Tourism also in collaboration with NBS and Bank of Tanzania, Immigration and Zanzibar Commission of Tourism conduct an annual survey on international visitors exit and produces a report on international visitors exit survey. The survey is on demographic characteristics, travel arrangement, tourism activities conducted in Tanzania and expenditure. The reports are also available to public.

D) RESOURCES

I) HARDWARE AND SOFTWARE

All institutions use Microsoft operating systems (Window 2003, Windows 2007, Windows 7 etc) and server (Windows Server). Most of the government offices uses excel software and oracle data base. Although not all have data bases already some institutions were on training to have the oracle data base. For example of Ministry of Employment and the Immigration Department. Table NBS uses SPSS and STATA, NADA and Oracle. NIDA uses oracle, Immigration department uses excel and Ministry of Labour uses SPSS, IOM uses access. The rest can store data either in excel or word format.

Immigration Department also used PIRS (Personal Identification and Registration System) at the airports. This system allows for photographs taking, finger printing and passport scanning data of migrants. The system has been useful for airport security but the data is not available to public. PIRS enables the immigration department to generate reports on several border management areas, which are of a help for intelligence analysis. It is an open system fully interoperable with any other existing border management system. The Immigration Department might use it to improve their workflow in areas, such as: biometric enrolment for resident permits and visa.

Immigration Department also uses PISCES (Personal Identification Security Comparisons and Identification System) installed by USA. It is a computer system that collects biometric data of migrants crossing border as part of fight against terrorism. The data is used by the US government for security. The PIRS and PISCES systems are not connected.

Other systems that are in place include the TRA system which is called ASYCUDA (Automated System for Customs Data) which is connected in all the TRA offices in the country. The oracle data base is a

new system that is planned by the government. At the moment Immigration and Ministry of Labour are trained on the data base by the World Bank and International Labour Organization respectively. NIDA already has this system in place.

Table 2 below shows different systems used in collecting, storing and analysing data for the interviewed institutions. The Table shows that few institutions use data management tools, and there is no system in place to share data between institutions. Hard copies and excel are the system/applications commonly used to store data. Ministry of Health and Social Welfare does not have a computer for data collection because no data have been collected yet. The trafficking section is now planning to start data collection following approval of Anti-trafficking law in 2008. The interview with immigration officers reported that there are plans to improve data collection and installing internet band where all government institutions will use one server which will make data sharing easy among them.

Table 3 - Data Management Software and databases

Institutions	Software	Data base
IOM	Access	Access
MOHA (Immigration)	Excel	Training on Oracle have PIRS and PISCES
MOLE	SPSS/excel	Training on Oracle
NIDA	web based	Oracle
NBS	SPSS/STATA/NADA	Oracle
TaESA, EPZA, TANTRADE	Word/excel	No data bases
TRA	SCYUDA	Oracle
TAA	CUTE	Oracle

II) HUMAN RESOURCES – DATA MANAGEMENT

A total of 41 individuals involved in migration data management at different levels were either reached for interviews or mentioned during the interview (see Annex 2). Most personnel in charge of data sections, providing technical assistance and managing in the interviewed institutions have at least a bachelor degree. They include: A total of 11 individuals belonged to the category of human resource managers, directors or commissioners, 9 were IT specialists, 11 were specialized in their field e.g. tourism officer in the Ministry of Tourism etc, 5 statisticians, 3 lawyers, 1 librarian, 1 teacher. Since there is no data units in most of the institutions there are very few staffs who purely deal with data management with an exception of NBS, NIDA and immigration. Most of staffs are drawn from other section. NBS also employs additional staff during censuses and household surveys. Immigration have data clerks in different border post who are not included in the list. At the immigration headquarter there is only one staff with statistics background who is responsible for data management. However, other specialized staff can be asked to work on data unit.

Table 4 – Institutions and Staff Qualifications in Data Management

Rank	Number of Officers	Institutions
Human resource managers, Directors, and Commissioners	11	NBS, MOHA Immigration Services Department, NIDA, MNRT, Public Services Commission, ILO, MOHSW
IT personnel	9	NBS, TIC, EPZA, MOHA Immigration Services Department
Specialized field	11	MNRT, MOHSW
Statisticians	5	ILO, MOHA Immigration Services Department
Law	3	TAESA, MOHA Immigration Services Department
Teacher	1	IOM
Librarian	1	NBS
TOTAL	41	

NB: Total = 41. This number includes those who were not involved in the interviews but were mentioned by their colleagues that they are involved in migration data management.

(iii) Legislation, regulations, and procedures

There are a number of legislations, regulation and procedures guiding data management in the different institutions.

However, there is little sharing of data/information to public, despite the fact that the it is a constitutional rights and access to information is still a challenge (legal and human Rights Report 2005) This is provided for under article 18 (b) and 18(d) of the 1977 Constitution:

Every person “has a right to seek, receive and disseminate information regardless of national boundaries... and has right to be informed at all times various important events of life and activities of the people and also of issues of importance to the society”. However, access to information is still a challenge (refer the Report by Legal and Human Right Centre of 2005). At them moment the government has started an Agency called e-gav which will be responsible for dissemination of government information.

There is no one single law on data management in the country. However, the NBS is the only agency in Tanzania mandated to provide data for the national, business, community, public and international organization for planning and decision making. NBS is guided by the Statistics Act of 2002. The 2002 Statistics Act authorises the NBS to provide national data to public. The Act talks about the security of data and access to information but does not mention issues of data quality. The Act mentioned the need for a permit which most offices pointed out that the permits for giving information comes from the permanent secretaries of the ministries. This explains why most of the institutions produces data for their own use. Unless there is a need for having national data, NBS is charged with conducting survey, analysing the data and dissemination the information.

Table 5 - Legislations and procedures related to migration data

SN	Institutions	Legislations
1.	Export Processing Zones Authority (EPZA)	EPZA Act 2006
2.	International Labour Organization (ILO)	Convention on Child Labour
3.	MOHA Immigration Services Department	Immigration Act 1995, Citizenship Act 1995, Passports and Travel Documents Act, ant-trafficking Act 2008, MOU with different institutions on data sharing
4.	Ministry of Health and Social Welfare (MOHSW)	2008 Anti-trafficking Act
5.	Ministry of Labour and Employment (MOLE)	Employment Act no 2002
6.	Ministry of Natural Resource and Tourism (MNRT)	Tanzania Tourism Act 2008
7.	National Bureau of Statistics (NBS)	Statistics Act of 2002
8.	National Identification Authority (NIDA)	Special supplement to the constitution of the United Republic of Tanzania no. 3 ISSN 0856-01001 30 th July 2008, NIDA ICT policy and regulations (internal no access to outsiders)
9.	Public Service Renumeration Board (Utumishi)	Civil Servants Act , www.etabs .go.tz
10.	Tanzania Airports Authority (TAA)	ICAO International Aviation Organization AIP – Aeronautical Publication Infrastructure which consist of rules to be followed by airports authority
11.	Tanzania Employment Services Agency (TaESA)	National Employment Promotion Services 1996 National employment policy 2008, MOU
12.	Tanzania Investment Centre (TIC)	Tanzania investment Act 1 1997 no 26 Regulations 42, Government notice no 318 of 2002
13.	Tanzania Revenue Authority (TRA)	Tanzania revenue Authority Act
14.	Tanzania Trade (TANTRADE)	Ministry of Industry and Trade

4) GAPS

The gaps described in this section are general and applicable to the majority of assessed institutions.

A) DATA

The Table above shows that data needs are in terms of coverage, intervals of data collection, completeness, updating, decentralization and local ownership.

B) REPORTING / ANALYSIS /DATA MINING

Most of the data collected is used for internal purposes. Reports are prepared for budgeting for specific institutions. There is very little analysis for public consumed reports.

C) DATA QUALITY CONTROL

The issue of data quality was only mentioned with immigration which pointed out that when there is a wrong recording at collection points it is difficult to correct. The National Bureau of Statistics has prepared the Tanzania Statistical Master Plan 2009/10-2013-2014 which “provides a comprehensive framework aiming at strengthening the National Statistical System through Institutional Reforms, Human Resource and Capacity Development, Development of Statistical Infrastructure, Data Development and Dissemination and Physical Infrastructure and Equipment. This plan will help improvement of data management for policy and development planning in the country. However, data quality is not an issue that has been touched in the Statistics Act despite the fact that the Tanzania Statistical Master Plan of 2009/10-2013/14 has recognized some weaknesses in the data collection process. Quality control is done with the Census after the census has been conducted. During the Census there are supervisors who are mostly statisticians and demographers employed temporarily by the NBS. This is one way they assure quality of the census data.

D) RESOURCES

I) PHYSICAL RESOURCES

ICT infrastructure pertaining to migration data management for most of the institutions interviewed is poor. Many are using simple computers with office software and the data is kept in excel file. All of the institutions mentioned the need to improve their infrastructure in terms of servers, computers and hiring IT people but are lacking funds. Table 1 shows ICT needs include new technology for data storage sharing and dissemination of information, servers, system for ensuring security of data, offices for data, centralized system of data, software and databases, system for transferring and remittances, system to link institutions, servers, modem, infrastructures, websites and system to detect forged documents and to ensure data quality.

II) HUMAN RESOURCES

Regarding human resources, there is a need for personnel with data management skills. Personnel require training in data management and database maintenance as well as data analysis. They need to be trained to analyse and conduct statistical data processing. Loopholes at the borders are caused by lack of experience of the clerks and corruption. Some gaps in this data are expected and there is no way to fill them as reported. Human resources needs include training of existing data managing human resources, training in recording, analysis and maintenance of data, system to detect forged documents, skills on data base, IT specialist, skills to handle data misreporting, funds for training , data technicians, skills to combat trafficking, technical and professional skills in data management.

E) LEGISLATION, RULES AND REGULATIONS

Many of the institutions are guided by the Acts establishing them, which do not mention data. The Statistics Act itself guides the NBS. Despite the fact that the Constitution outlines right to information in practice officers are not allowed to give information to any person unless allowed by top authorities. In fact with exception of NBS other institutions are not obliged to provide national data to the public. In some cases data is owned by sponsors and not even by the institutions collecting it. The government has stated an e gave for data to be shared electronically.

F) DATA SHARING

There is no proper ICT infrastructure or mechanism to facilitate smooth data sharing between the government offices. Among those sharing it is done by sending hard copies a process which takes time. The need for a central system of data collection and sharing with other institutions was pointed out by immigration which often shared data with Employment, Public Services Commission, NIDA and Tourism. Although some questions are basic and the same e.g. name, gender, age and nationality different data type are shared from immigration to these institutions this means a central sharing system will have to allow only data needed by a certain institution to be shared and not all data. The government need to establish a network first before the data is shared.

5) RECOMMENDATIONS

These recommendations are applicable to all institutions assessed and institutions would need to work together to implement them. The most appropriate forum to guide the implementation of these recommendations is the National Bureau of Statistics with its Statistical Master plan 2009/10-2013/14. These recommendations are written under the assumption that institutions will work together to fill gaps in their data management, and that individual institutions will also take action to address identified gaps.

A) SHORT TERM

- (i) Ensure data collection in each sector
- (ii) Provide resources such as hardware and software for digitization of existing data to create databases
- (iii) Provide training to the current staffs to manage existing data
- (iv) Compile a regular report of existing migration data

B) MEDIUM TERM

- (i) Revise the statistical master plan to include plan for ensuring data security
- (ii) Have separate units in each institutions deal with data only
- (iii) Employ trained personally especially statisticians and data base personnel

C) LONG TERM

- (i) Set aside funding for data collection in the budget to ensure sustainability.
- (ii) Have well trained personnel in data base conducting analysis and disseminating reports
- (iii) Ensure data bases are in place and electronic data sharing

6) CONCLUSION

The concept of migration and development is new. At the moment migration and development is linked to tourists, investors and experts. While existing migration data can give a clue on the nature and dynamics of migration and development in Tanzania, Migration data is scattered among different institutions and in different formats, most of it is not in digital form and there are no data bases which hinder analysis and clear understanding on how migration has or has not contributed to development in Tanzania. Most of the institutions produce reports for internal use and mainly for planning and budgeting but not long term plans. Neither the data nor the reports are easily accessed by the public. Data management in most of these institutions is poor. Lack of training, resources and funds are some of the causes for poor migration data management. Simple ICT infrastructure are in place making it impossible to hold large data bases while some offices do not even have computers. Personnel with ICT background dominate the migration data management and many have no knowledge of migration issues. There are few statisticians employed in data management because many institutions do not have data management units. However, government efforts are underway to improve data collection in general which will include migration data.

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8) ANNEXES

ANNEX 1: Questionnaire and Interview Guide

1. NAME OF THE INSTITUTION	
2. ROLES OF THE INSTITUTIONS	
3. DEPARTMENTS AND ROLES	
4. MIGRATION DATA & OWNERSHIP	
5. MIGRATION DATA TYPE	
6. HOW MIGRATION DATA IS COLLECTED	
7. HOW MIGRATION DATA IS STORED	
8. ANALYSIS PROCEDURES OF MIGRATION DATA	
9. HOW MIGRATION DATA SHARED	
10. HOW MIGRATION DATA USED	
11. WITH WHOM IS MIGRATION DATA SHARED	
12. AREA COVERAGE OF MIGRATION DATA (national district regional etc.)	
13. TIME INTERVALS OF MIGRATION DATA COLLECTED	
14. HOW FREQUENT UPDATED	
15. HOW LONG ARE THE DATA KEPT	
16. SECURITY OF MIGRATION DATA	
17. HARDWARE FOR STORAGE OF MIGRATION DATA	
18. SOFTWARE FOR STORAGE OF MIGRATION DATA	
19. ICT INFRASTRUCTURE USED IN MIGRATION DATA	
20. SHORT TERMS NEEDS OF ICT INFRASTRUCTURE USED IN MIGRATION DATA	
21. LONG TERM NEEDS OF ICT INFRASTRUCTURE IN MIGRATION DATA	
22. REQUEST FOR DATA SAMPLE OF ELECTRONIC RAW DATA, FILES & REPORTS	
23. REQUEST FOR METADATA FILE	
24. GAPS IN MIGRATION DATA FOR THE INSTITUTION	
25. FUTURE NEEDS FOR MIGRATION DATA BY THE INSTITUTION	
26. HUMAN RESOURCE INVOLVED IN MIGRATION DATA COLLECTION, STORAGE ETC. THEIR ROLES/TITLE IN DATA MANAGEMENT (ASSIGN A NUMBER FOR IDENTIFYING EACH INDIVIDUAL USE EXTRA SHEET WHERE NECESSARY)	

27. QUALIFICATIONS OF HUMAN RESOURCES NAMED ABOVE (Assign number for each individual use separate sheet for a long list of human resource)	
28. SKILLS OF HUMAN RESOURCES (Assign number for each individual use separate sheet for a long list of human resource)	
29. GAP IN HUMAN RESOURCE FOR MIGRATION DATA - Identify if it is skill or qualification	
30. LEGISLATION/PROTOCOLS AND EXISTING PROCEDURES IN DATA MANAGEMENT (name and collect)	
31. COLLECT SURVEYS/TOOLS FOR DATA COLLECTION	
32. REPORTS AND DATA ON MIGRATION AVAILABLE FOR PUBLIC FROM THE INSTITUTIONS	

1. What is the role of the organization, name all the departments and their roles
2. What type of migration data is collect by the institution?
3. Does the institution get migration data from other institutions?
4. What type of migration data is obtained and from which institutions? (name all)
5. Describe the following:
 - A. Data Type
 - B. How collected?
 - C. How stored?
 - D. How processed?
 - E. How analysed?
 - F. How used? What can be seen as the best practice of this organization?
 - G. How shared (with whom?) name all the institutions and type of data shared from the institution?
 - H. How secured?
 - I. Hardware used
 - J. software used
6. Does the institution have a database of migration data?
7. How old is the database?
8. How long is the database kept before the data is destroyed?
9. What is the area coverage of this data? Districts, regions, national etc
10. What is the time coverage of this data?
11. How frequent is it updated? E.g. weekly, monthly annually etc
12. Is this data satisfying the needs of the institutions?
13. What are future plans of the institutions to cover the migration data needed? What data systems should be improved/are missing or should be added?
14. What are the short term needs of ICT infrastructure for data management of the institution?
15. What are the long term needs of the ICT infrastructure for data management of the institution?
16. Name all the human resources involved in data management (i.e. collection, processing, storage, analysis and dissemination) in the institutions, their qualifications, skills and take their names and contacts.
17. Are there any data quality controls internal regulations? Find out whether checked for accuracy, consistency, completeness, and record check for comments.


18. What gaps are in the institutions for human resource in data management?
19. What protocols legislations, procedures and agreements are guiding or used by the institution managing migration data?
20. Take the data sample, contacts, reports, tools, forms, procedures etc.

Annex 2: Stakeholders Interview List

	Institution	Name	Position
1	National Bureau of Statistics	Mwanahidi Mahiza	ICT Manager
		William D. Maburi	System /IT Analyst
		Issa Bernard	Librarian/ Information Assistant
2	National Identification Authority (NIDA)	Angelina J. Shirima	Manager administration . and Human Resource Management
		Douglas Shio	IT
3	TAESA Dar es Salaam Office	Peter Ogata	IT
		Jane William	Compilation officer
		Alan Nchimbi	Desk officer
		Flora Mgonja	Desk officer
		Flora Protas	Lawyer
		Zalika Hussein	Lawyer
4	Tanzania Investment Centre	Gao H. Ngwilizi	Information Technology manager
5	Ministry of Labour and employment	Ally Msaki	Assistant Director, Labour market information employment department
6	Export Processing Zone Authority	Sophia Kaku	Facilitation officer
		Mr. Lameck Burega	Facilitation officer
		Luis Kasera	Facilitation officer
		Mr. Elias Mshomba	IT officer
7	Tourism	Mr. Ibrahim Musa	Director of tourism
		Mr. P. Korongo	Tourism officer
		Ms. Paskaz D. Muru	Principal tourism officer
8	Tanzania Revenue Authority TRA Mapato house	Mr. Evans Masanja	IT specialist
9	President's office Public service (Utumishi)	Ms. Juliana Massawe	Director of establishment of foreign relations
10.	Immigration department Ministry of Home Affairs	Mr. Piniel Mgonja	Commissioner for Finance and Administration
		Mr. Petro Malima	Lawyer

		Mr. Mahafundi Nasoro	IT
		Mr. Mohamed Aweso	IT
		Mr. Christian Fransis Mundeme	Statistician
11.	International Labour Office	Dr. Annamarie Kiaga	UNDAP Coordinator ILO
		Mr. Anthony Rutabanzibwa	Migration Coordinator
12.	Ministry of Health and Social Welfare	Mr. John Michel	Assistant Director (HRM) MBA
		Mr. Andrew Makoe	Senior HRM office - Master in public policy
		Mr. Teoford Ndomba	HR office MBA HRM
		Ms. Jean Ndiyetu	Assistant commissioner Member national ant-trafficking committee
		Ms. Merian Luka	Social welfare Office Member of secretariat on ant-trafficking
13.	TANTRADE	Fidelis Muyengi	Principal Marketing Research Officer
		Ms. Masha Hussein	Ag. Director, External Market Development
14.	Airport Ministry of Transport	Meshack Ndoje	Assistance statistician
		Isack Mshongo	Statistician officer
		Asteria Mushi	Manager planning and Statistician
		Mawapili Boniface	Statistician
15.	IOM		Intern, human trafficking data management

ANNEX 3: Sample data collection forms

EAST AFRICAN COMMUNITY			
			
THE UNITED REPUBLIC OF TANZANIA			
ENTRY/ARRIVAL DECLARATION FORM/FOMU YA KUIINGIA/FORM D'ENTRE			
(Immigration Regulations 1997)			
Please Complete in Capital Letters/Tafadhali Jaza kwa Herufi Kubwa/Completez en majuscule s'il vous plait			
Surname/Jina la Ukaa/Nom de Famille		Other names/Majina mengine/Prenoms	
Passport No./Nambari ya Pasi/Numero de passeport		Place and Date of Issue of passport Mahali na Tarehe ya kutolewa Place et date de delivrance	
Date and Place of Birth Tarehe na Mahali pa Kuzaliwa Date et lieu de Naissance		Nationality Utaifa Nationalite	
Male/Mme/Masculin	Occupation Kazi Profession	Country of current residence Nchi unamoishi Pays de residence	
Female/Mke/Feminin			
Number of other persons travelling on your passport Idadi ya wengine wanaosafiri kwa kutumia pasi yako Nombre de personnes voyageant sur votre passeport		Intended length of stay (days) Siku utakazokaa (siku) Duree du sejour (jours)	
No. of Males Mme No d'Hommes	No. of Females Mke No. de Femmes	Flight/Vessel no. Nambari ya Chombo No de vol	
Purpose of travel/Visit (Fill from overleaf 1, 2, ..., 8 as appropriate) Sababu ya kuingia (angalia ukurasa wa nyumba 1, 2, ..., 8 kama ifaavyo) Object de votre sejour/duree (voir au verso 1, 2, ..., 8) Any other (specify)/Sababu nyingine/Autres specifiez			
Physical address while in Tanzania/Anwani nchini Tanzania/Adresse en Tanzanie			
i) P.O. Box (Bolt Postal)..... ii) Street (Mtaa/Rue).....			
iii) Plot Number (Namba ya Kitau/Plot)..... iv) Town (Mji/Vile).....			
v) Tel No/Nambari ya Simu/Numero du Telephone.....			
vi) Hotel (Hoteli/L'Hotel).....			
vii) Contact Person or Institution/Mwenyeji Wako ama Asasi/Personne/Institution Visite.....			
Mode of Travel/Namna ya usafiri/Moyen de transport			
Air/Ndege/Avion	Water/Maji/Meritime	Rail/Reli/Train	Road/Barabara/Route
Date/Tarehe/Date	Signature/Saini/Signature		

KIA-JRO

AIRPORTS

Nov-11

ARRIVAL							
NATIONAL	VFR	HV	BV	TR	RR	OTHS	TOTAL
AFGHANIS	0	0	0	0	0	0	
ALBANIA	0	0	0	0	0	0	
ALGERIAN	0	36	0	0	0	0	36
ANDORAN	0	0	0	0	0	4	4
ANGOLA	0	0	0	0	0	0	
ANTIGUA	0	0	0	0	0	0	
ARGENTIN	0	42	0	0	0	0	42
ARMENIAN	0	0	0	0	0	6	190
AUSTRALIA	0	184	0	0	0	4	143
AUSTRIAN	0	139	0	0	0	0	
AZERBAIJ	0	0	0	0	0	0	2
BAHAMA	0	2	0	0	0	0	
BAHRAIN	0	0	0	0	0	0	
BANGLADI	0	1	0	0	0	0	1
BARBADO	0	0	0	0	0	0	
BELARUS	0	0	0	0	0	0	
BELGIAN	0	141	0	0	0	8	149
BELIZE	0	0	0	0	0	0	
BENIN	0	0	0	0	0	0	
BENINOISE	0	3	0	0	0	0	3
BERIGIN	0	0	0	0	0	0	
BERMUDA	0	0	0	0	0	0	
BHUTANE	0	0	0	0	0	0	
BOLIVIAN	0	0	0	0	0	0	
BOSNIAN	0	0	0	0	0	0	
BOTSWAN	0	14	0	0	0	1	15
BRAZILIAN	0	20	0	0	0	2	22
BRITISH	0	711	0	0	0	52	763
BRUNEY	0	0	0	0	0	0	
BULGARIA	0	3	0	0	0	0	3
BURKINAB	0	7	0	0	0	0	7
BURMA	0	0	0	0	0	0	
BURUNDIA	0	98	0	0	0	23	121
CAMBODIA	0	0	0	0	0	1	1
CAMEROC	0	0	0	0	0	0	
CANADIAN	0	384	0	0	0	15	399
CAPEVERI	0	10	0	0	0	0	10
CENTRAL	0	2	0	0	0	0	2
CHAD	0	0	0	0	0	0	
CHILEAN	0	18	0	0	0	5	23
CHINESE	0	86	0	0	0	5	91
COLOMBIA	0	1	0	0	0	0	1
COMOREA	0	0	0	0	0	0	
CONGO (E	0	8	0	0	0	1	9
CONGOLE	0	0	0	0	0	0	

DEPARTURE

[illegible]



MAJARIBIO YA SENSE YA WATU NA
MAKAZI 2011

MAELEKEZO Weka alama kama hii ■ Usitumie kalamu ya wino mwekundu

B: WATU WOTE

ULEMAVU

Mkoa		[O] [←] [N] [w] [v] [O] [←] [N] [w] [v]
Wilaya		[O] [←] [N] [w] [v] [O] [←] [N] [w] [v]
Kata/Shehia		[O] [←] [N] [w] [v] [O] [←] [N] [w] [v]
Kijiji/Mtaa		[O] [←] [N] [w] [v] [O] [←] [N] [w] [v]
Eneo la kuhesha (E.A.)		[O] [←] [N] [w] [v] [O] [←] [N] [w] [v]
Nd. Ya Kaya		[O] [←] [N] [w] [v] [O] [←] [N] [w] [v]

ALAMA HAPA
KAMA ZAIDI
YA MOJA
DODOSO

[]

Dodosa

ya

[] [] [] []

Muda wa kuanza kuhoji

Saa

Dakika

[illegible]

9980035023

NAMBA YA KUNDI:
(KWA MATUMIZI YA OFISI TU)

POSTIKODI:

KUJI / MTAA / SHEHIA:

KITUO CHA UANDIKISHAJI:

TAREHE YA KUNDI

D D M M Y Y Y Y



JAMHURI YA MUUNGANO WA TANZANIA

WIZARA YA MAMBO YA NDANI YA NCHI
MAMLAKA YA VITAMBULISHO VYA TAIFA

Fomu ya usajili Na.1A

1A

FOMU YA MAOMBI YA UTAMBULISHO
(FOMU HII UAZWE NA RAIA WA TANZANIA KWA WINO MWEUSI NA KWA HERUFI KUBWA)

(Weka Alama ya Vema (✓) panapohusika)

A: TAARIFA BINAFSI:

1. JINA LA KWANZA																				
2. JINA LA KATI (Majina ya Kati)																				
3. JINA LA UKOO																				
4. MAJINA MENGINE (Jina Maarufu)																				
5. TAREHE YA KUZALIWA	TAREHE			MWEZI			MWAKA													
6. NAMBA YA CHETI CHA KUZALIWA																				
7. NAMBA YA SIMU																				
8. JINSI	ME			KE																
9. TAARIFA ZA NDOA:	SUAOA/SUAOLEWA			NIMEOA/NIMEOLEWA			MJANE / MGANE			MTALAKA										
10. KAZI:	JE, UMEJAJIRI ?			UMEJAJIRIWA ?			SINA KAZI													
11. KAMA UMEJAJIRIWA, TAJA JINA LA MWAJIRI/TAASISI																				
12. SHULE YA MSINGI ULIPO HITIMU																				
13. WILAYA ULIMO HITIMU SHULE YA MSINGI																				
14. MWAKA ULIPO HITIMU SHULE YA MSINGI																				

B: TAARIFA ZA WAZAZI / WALEZI:

15. JINA LA KWANZA LA BABA																				
16. JINA LA KATI LA BABA																				
17. JINA LA MWISHO LA BABA																				
18. NCHI ALIMO ZALIWA BABA																				
19. TAREHE YA KUZALIWA BABA:	TAREHE			MWEZI			MWAKA													
20. JINA LA KWANZA LA MAMA																				
21. JINA LA KATI LA MAMA																				
22. JINA LA MWISHO LA MAMA																				
23. NCHI ALIMO ZALIWA MAMA																				
24. TAREHE YA KUZALIWA MAMA:	TAREHE			MWEZI			MWAKA													

C: TAARIFA ZA URAIA WA MWOMBAJI:

MAHALI PA KUZALIWA																				
25. NCHI																				
26. MKOA																				
27. WILAYA																				
28. KATA/SHEHIA																				
29. JE WEWE NI RAIA WA TANZANIA KWA:	KUZALIWA		KURITHI		KUJIANDIKISHA															
KAMA NI RAIA WA KUANDIKISHWA JAZA HAPA CHINI:																				
30. NAMBA YA CHETI CHA KUJIANDIKISHA																				
31. DN																				

BATCH NUMBER:

POSTCODE:

VILLAGE / MTAA / SHEHIA:

ENROLLMENT STATION:

BATCH DATE:



THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HOME AFFAIRS
NATIONAL IDENTIFICATION AUTHORITY

REF: Registration Form No: 2A

2A

IDENTIFICATION FORM

(THIS FORM MUST BE FILLED IN BY LEGAL RESIDENTS / REFUGEES WITH BLACK INK)

Put a Tick Mark (✓) in the relevant box

LEGAL RESIDENT ☐REFUGEE ☐

A: PERSONAL DETAILS:

1. FIRST NAME																				
2. MIDDLE NAME																				
3. SURNAME																				
4. OTHER NAMES																				
5. DATE OF BIRTH																				
6. PLACE OF BIRTH																				
7. COUNTRY OF BIRTH																				
8. NATIONALITY																				
9. PHONE NUMBER																				
10. GENDER	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/>																			
11. MARITAL STATUS:	SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOW / WIDOWER <input type="checkbox"/> DIVORCED <input type="checkbox"/>																			
12. OCCUPATION:	EMPLOYED <input type="checkbox"/> SELF EMPLOYED <input type="checkbox"/> UNEMPLOYED <input type="checkbox"/>																			

B: PARENTS / GUARDIAN DETAILS:

13. FATHER'S FIRST NAME																				
14. FATHER'S MIDDLE NAME																				
15. FATHER'S LAST NAME																				
16. MOTHER'S FIRST NAME																				
17. MOTHER'S MIDDLE NAME																				
18. MOTHER'S LAST NAME																				

C: RESIDENTIAL ADDRESS IN TANZANIA:

19. HOUSE NUMBER																				
20. REGION																				
21. DISTRICT																				
22. WARD																				
23. VILLAGE / MTAA / SHEHIA																				
24. STREET/ KITONGOJI																				
25. POSTAL ADDRESS																				
26. POSTCODE																				



PASTE
PHOTOGRAPH
OF
APPLICANT
HERE

Dossier Number.....

**APPLICATION FOR FIRST GRANT/REPLACEMENT OF RESIDENCE PERMIT CLASS A/B/C
(THE IMMIRATION ACT, 1995)**

Application for Residence Permits Class A and C should be forwarded to the Director of Immigration Services P.O. BOX 512, Dar es Salaam. Applications for Class B (employees) should be forwarded to the Director of Immigration Services through the Labour Commissioner, P.O. Box 9014, Dar es Salaam.

Five photographs should be attached to application forms.

PART 1-PARTICULARS OF APPLICANT

I HEREBY APPLY FOR FIRST GRANT/REPLACEMENT OF RESIDENCE PERMIT CLASS.....

1. Full name MR./MRS./MISS.....
2. Marital Status.....
3. Home Address.....
4. Address while in Tanzania.....
5. Place of Birth..... Date of Birth.....
6. Nationality.....
7. Passport number..... Date of issue..... Place of Issue.....
8. Height..... Colour of Eyes..... Colour of hair.....
9. Academic qualifications held..... Photocopies of Certificates or other proof should be attached.
10. Profession/Occupation/for self employed applicants state specifically what type of business you are carrying on.....
11. (a) Place of Attended Residence in Tanzania Region.....
District..... Area..... street..... Plot No./House No.....
(b) Place of Work in Tanzania..... Region.....
District.....
12. Applications for Residence Permit will be required to execute one of the following conditions:-
(1) General Security Covenant
(2) Bank Bond (US\$ 1,000)
(3) Cash Deposit (US\$ 1,000)
13. Particulars of any previous application for a residence permit to Tanzania stating whether or not they have been granted or refused.....

DECLARATION

14. I..... THE APPLICANT, HEREBY DECLARE THAT THE
AFOREGOING ARE CORRECT IN EVERY DETAIL.
Date..... Signature of Applicant.....

PART II-PARTICULARS OF ACCOMPANYING FAMILIES

To be completed only by applicants who their non Tanzanian wives and children under 18 years of age to reside with them in Tanzania

Full Name	Relationship to Applicant	Date of Birth
.....
.....
.....
.....
.....

THE UNITED REPUBLIC OF TANZANIA

THE TANZANIA INVESTMENT ACT

(No. 26 of 1997)

APPLICATION FOR REGISTRATION

(Made under Regulation 42)

To: The Executive Director
Tanzania Investment Centre
P. O. Box 938
DAR ES SALAAM
Tanzania

1. I/We
(diretor/directors/agent of
(name of business enterprise) apply for registration of
under Section 17 of the Act and Part IV of the Investment Regulations, 2002.

2. The registered office of the company will be situated at
.....

Copies of the following documents are attached to this application:

- (i) The Memorandum and Articles of Association/or partnership agreement
 - (ii) Certificate of Incorporation/Registration
 - (iii) A copy of the Project Profile or Feasibility Study showing the
implementation period, programme of implementation and operative date
 - (iv) Evidence of financing and evidence of land ownership for the project
3. The Head Office of the Company will be situated at
4. The Principal Officers of the Company are
.....
.....
5. Auditors of the Company are
.....
6. The authorized share capital of the Company is Tshs./US\$
.....
.....

EMPLOYEE/EMPLOYER DATA SHEET

TO BE COMPLETED BY EMPLOYER

USE CAPITAL LETTER

serial No.....

Tick the appropriate Class

CLASS A ☐
STATUS 1st Grant ☐
Replacement ☐

CLASS B ☐
STATUS 1st Grant ☐
Replacement ☐

CLASS C ☐
STATUS 1st Grant ☐
Replacement ☐

PART I - PARTICULARS AS TO EMPLOYEE

- 1 DOSSIER NUMBER:(DN)
2 SURNAME:
3 FIRST NAME:
4 OTHER NAMES:

5 DATE OF BIRTH: dd mm yyyy 6 Age 7 GENDER

8 PLACE OF BIRTH:

9 HOME ADDRESS

10 PASSPORT NUMBER:

11 DATE OF ISSUE: dd mm yyyy 12 EXPIRY DATE dd mm yyyy

13 COUNTRY OF ISSUE:

14 NATIONALITY

15 COUNTRY OF ORIGIN:

PART II - PROFESSIONAL INFORMATION

16 JOB TITLE/OCCUPATION

17 PROFESSION

18 ACADEMIC QUALIFICATION: (Master, Degree, Dip or Certificate)

19 REGISTRATION BOARD

20 TERMS OF EMPLOYMENT:

PART III - DEPENDANTS

S/NO	NAME	DATE OF BIRTH	GENDER	RELATION	PASSPORT NUMBER	NATIONALITIES
21						
22						
23						
24						

WORK PERMIT APPLICATIONS

CLASS B

SN	EP.NO	Employer	Industry	Applicant name	Date of Birth	Duty Station	No. of Local Employees	No. of foreign Employees	Nationality	Job Title	Qualification & experience	Sex	Application Status	Decision made
1	1876/10		SERVICES-RESTAURANT		1972	TEMEKE	27	3	INDIAN	SPECIALIZED COOK	CERTIFICATE	M	RENEWAL APPLICATION	REC
2	3182/12		LOTTERY GAMES		1983	DSM	70	7	FILIPINO	IT ENGINEER	BSC-INDUSTRIAL TECHNOLOGY	M	FIRST APPLICATION	REC
3	3183/12		AGRICULTURE		1964	RUFJI	70	0	INDIAN	FARM PROJECT MANAGER	BACHELOR OF AGRICULTURE AND ANIMAL SCIENCE	M	FIRST APPLICATION	REC
4	4089/10		MANUFACTURING		1973	KINONDO NI	540	20	INDIAN	COUNTRY MANAGER	BSC & DIPLOMA IN COMPUTER APPLICATION	M	RENEWAL APPLICATION	REC
5	3186/12		TRADE		1980	TEMEKE	122	27	INDIAN	EXPORTS COORDINATOR	MBA & M.COM	M	FIRST APPLICATION	REC

6	3633/09		CONSULTANCY		1978	ILALA	215	15	KENYAN	SENIOR MANAGER	BACHELOR OF LAW	M	RENEWAL APPLICATION	REC
7	2992/12		TRANSPORT ATION-AIR CHARTER		1975	ILALA	140	38	HUNGARIAN	PILOT	RECOGNITION FROM TCAA	M	FIRST APPLICATION	REC
8	3102/12		SUPPLYING SERVICING OF MINING		1985	DSM	206	7	SOUTH AFRICAN	PRODUCTION SUPERVISOR DRILL	CERTIFICATE	M	FIRST APPLICATION	REC
9	3120/12		MANUFACTURING- TEXTILES		1987	ARUSHA	2937	43	INDIAN	EXPORT MANAGER	BA	M	FIRST APPLICATION	REC
10	3208/12		CONSTRUCTION-CIVIL WORKS		1978	KINONDONI	1680	120	CHINESE	CARPENTER	DIPLOMA IN CARPENTER	M	FIRST APPLICATION	REC