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THE PETROLEUM ACT,
(CAP. 392)

RULES

(Made under sections 131(2) and 259 (1))

THE PETROLEUM (MOBILE PETROL STATION OPERATIONS) RULES, 2020

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THE PETROLEUM ACT,
(CAP. 392)

RULES

(Made under sections 131(2) and 259 (1))

THE PETROLEUM (MOBILE PETROL STATION OPERATIONS) RULES, 2020

PART I
PRELIMINARY PROVISIONS

Citation	1. These Rules may be cited as the Petroleum (Mobile Petrol Station Operations) Rules, 2020.
Application	2. These Rules shall regulate the activities related to petroleum mobile retail business in designated areas in Mainland Tanzania.
Interpretation	3. In these Rules, unless the context otherwise requires:
Cap. 392	“Act” means the Petroleum Act;
	“applicable law” means any principal law, treaty, convention, proclamation, regulation, rule, order or by-law that is customarily treated in Tanzania as having legally binding force and which is relevant to matters pertaining to the regulation of petroleum retail business;
Cap. 130	“approved specification” means any specification or standard in relation to a petroleum product applied by the Authority and as approved by the Tanzania Bureau of Standards pursuant to the Standards Act or any other standards that are widely used for good petroleum industry practices;
Cap. 414	“Authority” means the Energy and Water Utilities Regulatory Authority established under the EWURA Act;

- Cap 414 “best international petroleum industry practices” means any action related to a petroleum product intended to preserve product quality and meeting generally accepted health, safety and environmental requirements;
- “compliance order” means an order issued by the Authority pursuant to section 39 of the EWURA Act;
- “dangerous situation” means a situation involving a petroleum product that:
- (a) endangers the safety or health of a person, or the safety of a person’s property; or
 - (b) creates an immediate risk of significant environmental harm;
- “dealership agreement” means a contractual arrangement between a retailer and an operator for supply of a petroleum product;
- “designated area” means an area in a village that is located within radius of not less than 10km from a fixed retail outlet duly authorized by the Authority for mobile petrol station operations;
- Cap. 414 “EWURA Act” means the Energy and Water Utilities Regulatory Authority Act;
- “facility” means a mobile petrol station approved by the Authority for carrying and dispensing petroleum products to final consumers in designated areas;
- Cap. 427 “fire safety certificate” means a certificate issued by the Fire and Rescue Authority pursuant to the provisions of the Fire and Rescue Forces Act;
- “incident” means:
- (a) an event that involves a leakage of a petroleum product from a storage facility;
 - (b) a spill of a petroleum product as a result of dispensing or offloading activities;
 - (c) death or personal injury occurring as a consequence of an action that is related to a regulated activity;
 - (d) a fire or an event incidental thereto that results from an action that is related to a regulated activity;
 - (e) an event that results in an emergency shutdown

of a facility; or

- (f) any other significant event that may adversely affect the conduct of a regulated activity.

“inspector” means an officer of the Authority or an agent of the Authority appointed by the Authority to perform the functions of inspection as required under the Act and applicable law;

“mobile petrol station” means a truck mounted with petroleum storage tanks with capacity of not more than one thousand litres, dispensing pump and all other associated accessories for undertaking the regulated activity;

“operator” means the person licensed to operate a facility;

“petroleum product” means an organic compound, pure or blended, which is derived from the refining or processing of petroleum crude oil, bio-fuel, or synthetic fuels and include:

- (a) asphalts, bitumen, petroleum coke and other residual products;
- (b) bunkers or heavy residual fuel oils for combustion engines or industrial heat processes, such as burners for boilers or heating furnaces;
- (c) commercial gases which include methane, ethane, propane, butane and other similar petroleum gases, biogas or mixtures of these gases, whether in gaseous or liquefied state;
- (d) gasoil or automotive diesel, biodiesel, industrial marine diesels or synthetic diesel;
- (e) gasoline, a bio-naphtha or bio-ethanol product;
- (f) kerosene or other similar oils for illumination or combustion applications;
- (g) lubricating oil, base oil or refined and blended finished oil;
- (h) turbo fuels for jet propulsion engines; and
- (i) other products or by-products of petroleum crude processing having a Flash Point lower than 120 degrees Celsius, and determined in a Pensky-Martens Closed Cup (PMCC) test

apparatus;

“petroleum product spill” means a discharge of a petroleum product of not less than two hundred litres onto or into any land, water or any structure or thing;

“regulated activity” means an activity necessary to operate a facility and includes all activities in respect of such facility and any activity reasonably required in connection with obtaining, handling, possession, storage and dispensing of a petroleum product to a consumer on retail basis;

“retail outlet” means any place where a petroleum product is sold or offered for sale to a customer on a retail basis and include the buildings storage tanks and dispensing pumps in respect of which a retailer is conducting retail sale;

“retail sale” means the sale or offer for sale of a petroleum product at a retail outlet;

“retailer” means a person licensed to operate a retail outlet;

“supervisor” means an operator or other person responsible for the management and monitoring of a facility and is deemed to be authorized to:

- (a) grant an inspector access to a facility, answer their questions and witness the taking of samples and the carrying out of inspections; and
- (b) identify physical defects and operational deficiencies within the facility and, as required, take decisions related to the suitability of such facility for further use;

Cap. 285 “Tribunal” means the Fair Competition Tribunal established under the Fair Competition Act;

Cap. 287 “village” means a village registered under the provisions of the Local Government (District Authorities) Act;

“vehicle” means any car, machinery, ship, truck, railway wagon, barge or other means of transporting a petroleum product;

PART II

LICENSING OF THE PETROLEUM MOBILE RETAIL BUSINESS

Obligation to
obtain licence

4.-(1) A person shall not conduct a regulated activity unless licensed by the Authority pursuant to these Rules.

(2) A person who intends to conduct a regulated activity shall apply for a licence to the Authority by filling form EW.1 set out in First Schedule to these Rules.

(3) Application under subrule (2) shall be accompanied by the following-

- (a) the applicant's full name, business address, telephone, fax numbers and email address;
- (b) registration documents of the operator, if any;
- (c) copy of the National Identification of the operator or director of the applying company;
- (d) the registration card of the facility;
- (e) where the operator is not the owner of a facility, the lease agreement with the owner of a facility;
- (f) a dealership agreement with a retailer;
- (g) a duly signed integrity pledge in the form provided for in the Second Schedule;
- (h) letter of no objection from the village council authorizing the use of the designated area for conducting regulated activity;
- (i) description of area of service;
- (j) fire certificate from the relevant Authority;
- (k) technical specification of a facility;
- (l) certificate of calibration of the storage and dispensing equipment of a facility from the relevant Authority;
- (m) non-refundable fee as prescribed in the Third Schedule; and
- (n) any other information as may be required by the Authority.

(4) A person who contravenes this rule commits an offence and shall on conviction, be liable to a fine of not less than twenty million shillings or to imprisonment for a term of not less than two years but not more than five years or to both.

Licensing
requirements

5. A person shall not be issued with a licence under

these Rules unless his facility meets approved specifications (ownership or lease agreement)-

- (a) possession of a facility that meets approved specifications (ownership or lease agreement);
- (b) letter of no objection from the village council authorizing the use of the designated area for conducting regulated activity;
- (c) a dealership agreement with a retailer;
- (d) a duly signed integrity pledge in the form provided for in the Second Schedule;
- (e) description of area of service;
- (f) submission of fire certificate from the relevant Authority;
- (g) certificate of calibration of the storage and dispensing equipment of a facility from the relevant Authority; and
- (h) non-refundable application fee prescribed in the Third Schedule.

Evaluation of application

6.-(1) The Authority shall, upon receipt of the application under rule 4, satisfy itself as to the completeness of the application, and evaluate such application by taking into account-

- (a) its compliance with these Rules and other applicable law;
- (b) the applicant's past records;
- (c) the facility's compliance with technical requirements of handling and storing petroleum products;
- (d) health, safety and environmental requirements;
- (e) any representation made under rule 7;
- (f) the capacity of the facility;
- (g) suitability of the designated area to undertake the regulated activity; and
- (h) any other matter that the Authority considers necessary.

Publication of application

7.-(1) A licence application received by the Authority shall be evaluated to verify its completeness and legality of information contained in the application.

(2) Upon verification of the application, notice of the application shall be published in at least two newspapers of wide circulation in Tanzania one in English and another in Kiswahili with a view to soliciting comments and representations on the application.

(3) The costs of publication of notices under this rule (1) shall be borne by the Authority.

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

Grant of
licence

8.-(1) The Authority may, within sixty days from the date of application and upon consideration of an application for a licence, approve, refer back or deny the application.

(2) The Authority shall, in deciding whether to grant or deny a licence, take into consideration the following-

- (a) the licensing requirements set out under these Rules;
- (b) any objection or representation received from the public pursuant to rule 7;
- (c) the applicant's record of compliance with the Act, these Rules and other applicable laws;
- (d) economic efficiency and benefit to the applicant and the public in general;
- (e) compliance of a facility on matters in relating to-
 - (i) safety;
 - (ii) health;
 - (iii) security;
 - (iv) handling of hazardous substances; and
 - (v) environment;
- (f) any other matter relevant to the orderly conduct of a regulated activity in Tanzania.

(3) The Authority may deny to issue a licence where it determines that-

- (a) the application does not meet the requirements

specified under subrule (2);

(b) the applicant's activities may not be conducted in accordance with safety, health and environment requirements; or

(c) the application has violated the mandatory requirements provided under the Act and any applicable laws.

(4) A licence issued under these Rules may be attached with such conditions as the Authority considers necessary.

(5) A licensee shall collect its licence upon payment of a licence fee prescribed in the Third Schedule.

(6) Where the Authority denies an application for a licence, shall, within fourteen days from the date of decision, inform in writing the applicant of such decision, including the reasons thereof.

Validity of
licence

9. The licence issued under these Rules shall be valid for a term of five years and the Authority may, upon application by the operator, renew the licence for similar term or otherwise as the Authority may deem fit.

Application
for transfer or
assignment of
licence

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

(2) A transferor or assignor of a licence shall apply to the Authority by filling in the application Form EW. 2 set out in the First Schedule which shall be accompanied by a non-refundable fee to be prescribed by the Authority.

(3) Notwithstanding the provisions of subrule (1), the Authority shall not entertain an application for a transfer or assignment of a licence unless such application meets the following requirements:

(i) the application form is endorsed by the transferee or assignee;

(ii) the application form is accompanied by the following:

(a) the original copy of a valid EWURA licence in respect of the licensed facility;

(b) certified copy of tax clearance of the

transferor in respect of the licensed facility;

- (c) lease or sale agreement endorsed by Tanzania Revenue Authority;
- (d) company registration documents of the transferee (if any);
- (e) a signed integrity pledge by the transferee; and
- (f) any other document that will be required at the time of transfer.

(4) An application received by the Authority under sub-rule (2) shall be evaluated to verify its completeness and legality of information contained therein and thereafter a notice of the application shall be published in at least two newspapers of wide circulation in Tanzania, one in English and another in Kiswahili with a view to soliciting comments and representations on the application.

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

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

(7) The Authority shall, after the expiration of the notice under subrule (6), evaluate the application together with comments received (if any) and make a decision whether to grant or deny the application for transfer or assignment as the case may be.

Application
for renewal of
licence

11.-(1) A licensee who intends to renew a licence shall, not later than six months before expiration of the licence term, apply to the Authority for a renewal of the licence.

(2) Application for a renewal of a licence shall be made by filling in the application form EW. 3 set out in the First Schedule.

(3) The application under subrule (2) shall be accompanied by a tax clearance certificate.

(4) The Authority shall, in deciding whether to

grant or deny an application for renewal of a licence, consider the applicant's compliance to the Act, these Rules and terms and conditions of the licence which is due to expire.

(5) The Authority shall, where it denies an application for renewal of a licence, inform the applicant in writing of such decision including the reasons thereof.

(6) The Authority shall not renew the licence of a licensee who has, during the term of the licence which has expired or is due to expire, failed to comply with the licence terms and conditions, willfully neglected to comply with any order given by the Authority and such acts were not remedied by such a licensee up to the time of determining the application.

Revocation of
licence

12.- (1) The Authority may revoke the licence of the facility where it is found that:

- (a) the continued operations of the facility at a specific area is hazardous to the environment, and poses danger to lives and properties;
- (b) the operator has provided false or inaccurate information related to the operation and technical specifications of the facility;
- (c) the operator has failed to comply with any order or directive given by the Authority;
- (d) the operator has sold petroleum products at a price which is above the approved cap price;
- (e) the facility has ceased to carry out a regulated activity;
- (f) a retailer has cancelled a trade dealership agreement with the operator;
- (g) the operator has failed to carry out its obligations in compliance with the Act, applicable law and these rules and terms and conditions (if any) attached to the Certificate of Registration; and
- (h) the operator has violated any of the provisions of the Act or conditions attached to the licence which affects the conduct of a regulated activity.

(2) An operator whose licence has been revoked shall immediately cease to conduct a regulated activity and shall surrender the revoked licence to the Authority.

(3) An operator whose licence has been revoked pursuant to subrule (1) shall not be eligible for issuance of a licence for a period of twelve months from the date of revocation.

Power to
enter and
close facility,
premises or
building

13.-(1) Notwithstanding any penalty prescribed under these Rules, the Authority shall, where it determines that there is contravention of any provision herein, with or without a compliance order, inspect any facility and close it down.

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

PART III

OBLIGATIONS OF THE PARTIES

Obligation of
retailer

14. A retailer shall, at all times during the existence of the trade dealership agreement and during the licence term;

- (a) comply with-
 - (i) any applicable law;
 - (ii) these rules
 - (iii) terms and conditions of a licence;
 - (iv) Orders and directions of the Authority;
 - (v) applicable codes and standards on safety, hazardous substances, security, health and environment; and
 - (vi) good petroleum industry practices;
- (b) supply the operator with petroleum products that conform to the specified and approved standards and specifications;
- (c) supply the operator with petroleum products at

- a price approved by the Authority;
- (d) monitor the operations of an operator and ensure that the operator only conducts petroleum retail business at a designated area;
- (e) seal or padlock the facility's storage tank in order to ensure the operator does not purchase petroleum products from other sources.
- (f) provide any technical assistance requested by the operator in discharging petroleum mobile retail business;
- (g) keep records and information regarding the operator it has a dealership agreement with; and
- (h) immediately but not later than twenty four hours, report to the Authority any incident that may endanger safety operations of the operator.

Obligation of
operator

15. An operator shall, at all times during the
licence term:

- (a) comply with
 - (i) any applicable law;
 - (ii) these Rules;
 - (iii) terms and condition of a licence;
 - (iv) Orders and directions of the Authority;
 - (v) applicable codes and standards on safety, hazardous substances, security, health and environment; and
 - (vi) good petroleum industry practices.
- (b) ensure the facility's storage tank is inspected and is clean;
- (c) procure a petroleum product only from a retailer whom it has a dealership agreement with;
- (d) sell the products at prices approved by the Authority;
- (e) display conspicuously at the facility the selling prices;
- (f) conduct petroleum retail business only at a designated area;
- (g) ensure the seals or padlock affixed by the retailer are maintained;
- (h) install GPS gadgets at his facility;

- (i) establish and maintain records pursuant to the applicable law, orders and directions of the Authority;
- (j) as soon as practicable, but in any event not later than twenty four hours after the fact, notify the Authority of the occurrence of a dangerous situation or incident within the facility; such notification shall comprise of the steps taken or proposed to be taken by such retailer to remedy such dangerous situation or incident or to eliminate or minimize any danger arising therefrom;
- (k) provide the Authority with full access to his records, documents, sites and assets pursuant to these Rules and applicable law;
- (l) ensure the safe disposal of any petroleum product and waste oil;
- (m) not keep fireworks or any other instruments or products in or near a facility that might pose a risk of fire or otherwise;
- (n) ensure that its petroleum products comply with the approved specifications;
- (o) ensure the facility has all required registration documents and the same are maintained;
- (p) ensure that a facility and related equipments are calibrated for correct measurements and are in good working condition in accordance with approved specifications and good petroleum industry practices;
- (q) pursuant to the written directions of the Authority, monitor, record and reconcile all stocks of a petroleum product delivered to, stored in and dispensed from a facility;
- (r) retain for not less than twelve months and make available to the Authority on demand, records of the activities described under paragraph (p);
- (s) display in a conspicuous place at a facility a licence or a certified copy thereof;
- (t) print and issue receipt using the Electronic Fiscal Pump Printer (EFPP);

- (u) not engage in any activities that disrupt or interfere with competition; and
- (v) as soon as practicable, but in any event not later than thirty days after he becomes aware of the fact, notify the Authority:
 - (i) where he is unable to conduct the regulated activity; or
 - (ii) where the conduct of the regulated activity may lead to the breach of any provision of these Rules or materially affect its operations.

Obligation to have HSE policy, standard operating procedure and emergency response plan

16.-(1) An operator shall establish and implement Health Safety and Environment (HSE) policy, Standard Operating Procedures (SOPs) and Emergency Response Plan (ERP) to ensure safe operations.

(2) An operator shall ensure at all times the personnel operating the facility puts on proper Personal Protective Equipment (PPE).

Duty to prevent loss or escape

17. An operator shall prevent loss or escape of the petroleum products and ensure that handling of the products is done in the manner that will prevent the product from:

- (a) creating hazard to public health or safety;
- (b) contaminating any fresh water source or waterway;
- (c) interfering with the rights of any person; or
- (d) entering into a sewer system or underground stream or drainage system.

Distance of dispensing activities from other objects

18. The operator shall not dispense petroleum products within:

- (a) 60 metres of a stream, river, lake, canal or natural watercourse;
- (b) 4.5 metres of a property boundary;
- (c) 4.5 metres from any building opening;
- (d) 3 metres from a building with no openings;
- (e) 7.5 metres from any source of ignition; and
- (f) 10 metres from high tension electricity line.

Handling of
facility not in
use

19. The facility when not in use shall be parked at a retail outlet that an operator has a dealership agreement with and all safety handling procedure of a retail outlet shall apply.

Protection of
lives and
property

20.-(1) An operator shall, while storing, keeping, handling, conveying, using or disposing of any petroleum product, take such precautions and exercise such care as may be reasonable under the circumstances in order to:

(a) avoid endangering the safety or health of any person, or the safety of any person's property; and

(b) prevent risk of significant environmental harm.

(2) An operator shall dispose of a waste petroleum product in a manner and at a place intended for the safekeeping and dumping of such products pursuant to applicable law and good petroleum industry practices.

Compensation
for loss
suffered

21.-(1) An operator shall be obliged to compensate any person who suffers injury or loss of property as a result of a regulated activity.

(2) Any person who suffers injury or loss of property as a result of a regulated activity shall first lodge a complaint with an operator who has caused such loss with a view to reaching an amicable settlement.

(3) Where no settlement is reached under subrule (2), the person who has suffered loss may refer the matter to the Authority for decision.

(4) For the purpose of this rule, person includes an administrator, executor or executrix of the estate of a deceased person.

PART IV TECHNICAL PROVISIONS

Facility to be
colour coded

22. An operator shall ensure that the dispensing nozzle of the facility is colour coded as follows:

- (a) Gasoline - red
- (b) Kerosene - blue

(c) AGO - yellow.

Petroleum
price

23.-An operator shall ensure that petroleum products prices are displayed or shown conspicuously to buyers at the facility

Warning
signs

24. Warning notices and pictograms shall be boldly displayed clearly at the facility for customers, passers and attendants which shall communicate at least the following:

- (a) petroleum products, highly inflammable;
- (b) no smoking;
- (c) no naked fire;
- (d) switch off engine; and
- (e) switch off mobile phones.

Fire
precaution

25.-(1) An operator shall:

(a) ensure that the facility is designed, constructed, equipped and maintained:

- (i) in such a way as to prevent fires and explosions;
- (ii) so as to minimize the harmful effects of fires or explosions where they occur; and

(b) ensure that personnel involved in the handling and dispensing of a petroleum product exercise are cautioned in respect of anything that may cause fire or an explosion, and that such personnel follow the applicable law on matters related to fire and explosions.

(2) An operator shall make reasonable efforts to ensure that no person throws, leaves or creates any open or naked light, spark or flame or any burning or smoldering material on a facility.

(3) An operator shall ensure that no person:

- (a) keeps an engine running while a petroleum product is being dispensed into the tank of a vehicle; and
- (b) receives or makes calls from a cellular telephone or any other electronic communication apparatus within a facility

except in places specifically designated for such activity.

(4) An operator of a facility shall take adequate precautions to prevent the outbreak of fire when storing, keeping, handling, conveying, using or disposing of a petroleum product.

(5) An operator shall provide adequate fire extinguishing equipment and maintain such equipment in good working condition in accordance with these Rules, applicable law and pursuant to directions issued by the Authority and shall ensure personnel involved are drilled and trained to operate firefighting equipment.

Control of
petroleum
product spill

26. An operator shall, where petroleum product spills take all necessary steps pursuant to good petroleum industry practices or otherwise as may be necessary to clean up such spill.

PART V COMPLIANCE AND ENFORCEMENT

Issuance of
compliance
order
Cap. 414

27. The Authority may, while discharging its regulatory functions and where it finds that there is a continued violation of the provisions of the Act, the EWURA Act and the provisions of these Rules, issue a compliance order to the person responsible for such violation.

Power to
enter and
close facility

28. Notwithstanding any provision in these Rules an inspector shall, with an order in writing, have the obligation to enter upon the facility and close it down where he determines that a regulated activity is being conducted therein in contravention of these Rules.

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

Prohibited

29. - (1) An operator shall not:

acts against
inspectors

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

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

Penalties and
remedial
measures

30. The Authority may, without prejudice to the penalties prescribed in these Rules and applicable law where it determines that an operator is in violation of certificate conditions, the Act, these Rules or applicable law:

- (a) issue a warning;
- (b) issue a compliance order;
- (c) restrict the conduct of a regulated activity;
- (d) order an operator to remedy any situation as a result of such violation; or
- (e) suspend or revoke the licence.

Appeal

Cap. 285

31. A person who is aggrieved by the decision of the Authority made under these Rules may, within twenty one days from the date of decision, appeal to the Tribunal pursuant to the provisions of the Fair Competition Act.

PART VI
GENERAL PROVISION

General
penalty

32. A person who contravenes any provision of these Rules for which no specific penalty is prescribed commits an offence and shall, on conviction, be liable to a fine not exceeding two million shillings.

FIRST SCHEDULE

APPLICATION FORM

PETROLEUM PRODUCT (MOBILE RETAIL) BUSINESS LICENCE

(Made under rule 4 (2))

For EWURA Use Only	
Date Received:	File Number:

IMPORTANT NOTE: Complete this form and return it with all other relevant enclosures to the Director General.

In order to avoid unnecessary delays, answer fully all items and submit to EWURA all of the information required to consider this application. EWURA will not process this application until it has been found to be complete.

Where options are given, tick the relevant box. Leave no item unanswered or un-ticked. Where an item seems not applicable to the specific application, you should indicate with block capitals N/A meaning Not Applicable. You should ensure that all required documentation are enclosed and that each separate sheet of information attached to the application corresponds to a specific item in the application.

	PART I: DETAILS OF THE APPLICANT
1.	Name of applicant (Insert trading name)
2.	Registration status: <i>(Fill where appropriate)</i> (a) Certificate of Incorporation No..... (b) Memorandum and Articles of Association (where applicable) (c) Business license No..... (d) TIN No. (e) VAT No..... <i>(Attach copies of the documents applicable to you)</i>
3.	Legal status of the applicant: ☐ Sole proprietorship

Petroleum (Mobile Petrol Station Operations)

GN. No. 918 (Contd.)

	☐ Partnership ☐ Public limited liability company ☐ Private limited liability company ☐ Parastatal organization ☐ Government agency ☐ Cooperative society ☐ Joint venture ☐ Other (specify).....
4.	Contact person: (a) Name: (b) Title: (c) Physical address: Street.....Plot No.....Block No..... Building No.....: (d) Postal Address: (e) Telephone Number: (f) Facsimile:Cell phone: (g) E-mail:
5.	Fee payable and method of payment: (a) Amount: TZS..... (b) Mode: ☐ Cash ☐ Cheque ☐ Other (specify)..... (c) Fees payment receipt No. <i>(Attach copy)</i>
6.	PART II: DETAILS OF A FACILITY
	(a) Registration No:..... (b) Type:..... (c) Chassis No:..... (d) Color:..... (e) Engine No:.....
7.	Provide a detailed description of the capacity of the retail outlet facility: <i>(Use additional sheet where necessary and attach the technical layout drawing of the facility)</i>
	ATTACHMENTS
8.	Attach with this application, as relevant, the following documents: ☐ Registration documents of the operator; ☐ The registration card of the facility;

Petroleum (Mobile Petrol Station Operations)

GN. No. 918 (Contd.)

	☐ copy of the National Identification Number (NIDA) of the operator or director of the applying company ☐ If the operator is not the owner of a facility, the lease agreement with the owner of a facility; ☐ A trade dealership agreement between the operator and a Retailer of a nearby permanent retail outlet; ☐ Letter of no objection from the village council authorizing the designated area for conducting petroleum activities; ☐ Description of targeted area of service; ☐ Fire certificate from the relevant Authority; ☐ Technical details of a facility; ☐ Certificate of calibration of the storage and dispensing equipment of a facility from the relevant Authority; ☐ JV Contract (if any) ☐ Non-refundable application fee; and ☐ Any other information as may be required by the Authority.
	PART V – DECLARATION BY THE APPLICANT
9.	I..... (insert name) being..... (insert title/position) hereby declare that I am authorized to make this application on behalf of the applicant (<i>insert the name of the applicant.....</i>). I further declare that to the best of my knowledge, the information supplied herein are correct. SWORN/AFFIRMED at..... by the said.....who is identified to me by...../known to me personally the latter being known to me personally thisday of } DECLARANT NOTE: Where this application form is completed it must be printed out, signed before a commissioner for oaths and submitted with necessary supporting documents and submitted to the EWURA Headquarter office or at zonal offices

(Made under rule 10(2))

APPLICATION FORM FOR TRANSFER OR ASSIGNMENT OF A LICENCE

This section to be completed by the current licensee			
		Current licensee to complete as appropriate	
Current Licensee's name			
Name and address of the Transferor			
Reason for transfer (attach documentary proof)			
Address of the licensed facility			
		Postcode	Tel No.
		Email	
Licence particulars	Type of Licence:		
	Licence No:		
	Licence duration:		
	Expiry date:		
I agree to the Licence being transferred to the applicant(s) below:			
Name and physical Address of the Transferee:		Date:	
Business Organisation (Sole proprietor, Company, Partnership)		Position:	
Principal Officer (only if the transferee is a company or partnership)		Date:	Company Seal
		Signature:	
Names of Partners or Shareholders		1.	
		2.	
		3.	
		4.	
		5.	
		6.	
		7.	

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This section to be completed by the applicant(s)			
Date			
Signed:		Position:	
Print Name			

Ownership of the site comprising the licensed facility.			
Details	Transferor to complete if applicable		
Name (of owner)			
Address:			
Post Code		Tel No.	
Email			

Fee TZS		Payable to EWURA through Control Number.
Notes - The applicant(s), (if an individual person or partnership) must be over 18 years of age. - By signing the form both the transferee and transferor declare that they are authorized to make this application and that the information supplied there herein is correct. - This application together with the appropriate fee, should be forwarded to the Director General.		
The application should be attached with the following documents; - - The original copy of a valid EWURA licence in respect of the licensed facility; - Certified copy of tax clearance of the transferor in respect of the licensed facility; - Lease/sale agreement endorsed by Tanzania Revenue Authority; - Company registration documents of the transferee (if any); - Proof of payment of transfer application fee as shall be prescribed by the Authority; - A signed integrity pledge prescribed in the second schedule; and - Any other document that will be required at the time of transfer.		

(Made under rule 11(2))

APPLICATION FORM FOR RENEWAL OF A MOBILE PETROL STATION LICENCE

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

IMPORTANT NOTE: Complete this form and return it with all other relevant enclosures to the Director General at the above address.

In order to avoid unnecessary delays, answer fully all items and submit to EWURA all of the information required to consider this application. EWURA will not process this application until it has been found to be complete.

When completing this form, PRINT USING BLUE OR BLACK INK ONLY. Where options are given, tick the relevant box. Leave no item unanswered or un-ticked. If an item seems not applicable to the specific application, you should indicate with block capitals N/A meaning Not Applicable. You should ensure that all required documentation is enclosed and that each separate sheet of information attached to the application corresponds to a specific item in the application. Where there is a requirement to provide documentation on a separate sheet, it must be on clean, clear A-4 paper.

	PART I: DETAILS OF THE APPLICANT
1.	Name of applicant (Insert trading name)
2.	Registration status: <i>(Fill where appropriate)</i> (a) Certificate of Incorporation No..... (b) Certificate of Compliance No..... (c) Business license No..... (d) TIN No. (e) VAT No..... <i>Attach copies of necessary certificates, approvals)</i>

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3.	Address of facility or licensee (as appropriate): (a) Physical address: Street.....Plot No..... Block No.....Building No..... (b)Postal Address: (c) Telephone No: (d)Facsimile:Cell Phone..... (e) E-Mail:
4.	Legal status of the Applicant- ☐ Sole proprietorship ☐ Partnership ☐ Public limited liability company ☐ Private limited liability company ☐ Parastatal organization ☐ Government agency ☐ Cooperative society ☐ Joint venture ☐ Other (specify).....
5.	Contact Perso-: (a) Name: (b) Title: (c) Physical address: Street.....Plot No.....Block No..... Building No..... (d) Postal Address: (e) Telephone Number: (f) Facsimile:Cell phone:
6.	Current licence details- Licence No. Date issued..... Expiry date.....

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7.	Has the licensee undergone any material changes (structural, legal, managerial or related to the services supplied) since its previous application?
	Yes – If yes, provide details..... (Use additional sheet where necessary) No
	PART III – DECLARATION BY THE APPLICANT
8.	I..... (insert name) being..... (insert title/position) hereby declare that I am authorized to make this application on behalf of the (insert the name of the applicant.....). I further declare that to the best of my knowledge the information supplied herein are correct.

SECOND SCHEDULE

(Made under rule 4(2)(g))

INTEGRITY PLEDGE

1. We do believe that, unethical business practices and corruption have been one of the biggest impediments to sustainable economic growth and prosperity in Tanzania and have been eroding public confidence in the Government and its institutions ability to serve its citizen fairly;
2. As a company involved in petroleum activities in Tanzania, we acknowledge our responsibility to ensure good governance because it is necessary for continued growth and business sustainability. We also acknowledge the importance of conducting our business with the highest standards of transparency, ethics and integrity;
3. While the Government and the Prevention and Combating of Corruption Bureau (PCCB) have their own initiatives for reducing corruption and other unethical practices, we realize that those initiatives cannot succeed without individual and collective commitment from business community to level the playing field and to build integrity in the business environment.
4. In view of the foregoing, we pledge the following:
 - (a) not, through any of our employees, representatives or agents, to involve in any form of bribery, corruption whether direct or indirect or unethical behavior in whatever form;
 - (b) to clearly communicate with all employees and business partners about stance on fighting all forms of bribe, corruption and other unethical behavior in whatever form;
 - (c) to maintain and share with our employees the code of conduct which will be a guide in executing our daily business operations in order to comply with high ethical standards of conduct and anti-corruption laws;
 - (d) to conduct regular training on anti-bribery and anti-corruption to our employees and business partners in order to ensure that they are updated and knowledgeable of the company's policy in implementing this pledge;
 - (e) to conduct integrity risk assessment that will help to identify corruption risks inherent in business operations and apply effective measures;
 - (f) to maintain appropriate financial reporting mechanisms that are accurate and transparent;
 - (g) to enter into integrity pacts with business partners and government agencies when dealing with procedures related to the bidding and procurement of supplies, materials, equipment, and construction;

- (h) to maintain channels by which employees and other stakeholders can raise ethical concerns and report suspicious circumstances in confidence without risk of reprisal, and a designated officer will be tasked with investigating all reports received and taking appropriate action;
 - (i) to refrain from engaging in business with parties who have demonstrated unethical business practices;
 - (j) not to engage in any arrangements that undermines or is prejudicial to the national security; and
 - (k) to maintain a proper insurance cover against losses, injuries or damage to environmental, communities, individual and properties that may be occasioned in the course of carrying business.
5. To ensure collective action in preventing any unethical and corrupt behavior and the highest standards of ethics, integrity and transparent in business transactions in Tanzania, we commit to:
- (a) support a nationwide initiative intended to create fair market conditions, transparency in business transactions, and ensure good corporate governance;
 - (b) participate in roundtable discussions, meetings, and forum to identify the key concerns and current problems affecting the private sectors related to integrity and transparency in business transactions;
 - (c) share the international best practices, tools and concepts which are intended to be used by all participating entities to achieve the goals of the nationwide integrity behavior initiative;
 - (d) participate in the creation of key measures and control activities intended to ensure transparency, integrity and ethical business practice;
 - (e) support the development of an audit and certification program (including a training program for advisers and auditors) that will offer a toolbox for enterprises to introduce and implement ethical practices in their business processes; and institutionalize the whole process to promote sustainability of the integrity initiative.
6. To confirm our commitment to this pledge, we hereby commit ourselves as a company and individuals to be bound in all aspects by this integrity pledge and shall be responsible for all the consequences which may result to non-compliance to this pledge.
7. To fight any form of corruption practices whereby zero tolerance action will be taken against any employee, staff or other person involved in corruption in relation to the business, regardless of position and status;
8. To report any corrupt or unethical practices that occur in the business place to the appropriate Authority;
9. We shall also ensure that our employees and agents comply with this pledge and in any event of non-compliance we commit ourselves to be responsible for their action.

Signed byfor and on behalf of
..... this day
of

Signature
Designation:.....

Witness
Name:.....
Signature
Address:.....
Designation:.....
Date.....

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THIRD SCHEDULE

(Made under rule 4(m) and 5(h))

LICENSING FEES

TYPE OF LICENCE	APPLICATION FEE (in TZS)	LICENCE FEE (in TZS)	DURATION LICENCE (in years)	FEES FOR TRANSFER/ AMMENDMENT LICENCE (in TZS)	FEES FOR CHANGE OF NAME /DUPLICATE COPY (in TZS)
Petroleum Mobile Petrol Station	200,000	500,000	5	100,000	500,000

Dodoma,
8th October, 2020

GODFREY H. CHIBULUNJE
Director General