



Congratulations! You are now a contractor and you are allowed to undertake works within your class limits. As Contractor, your attention is drawn to the following:-

In order to ensure that you are aware of new developments in the contracting sector, inter- alia, you must be current with information from your regulator, the Contractors Registration Board (CRB). You are advised to visit the Board website, www.crb.go.tz on a daily basis and whenever possible, visit any of the CRB offices to see if there is anything new from the friendly CRB staff respective office notice boards, Also ensure to read the Board's quarterly Newsletter, "The Contractor".

1	Contractors Assistance Fund (CAF); You have an opportunity to apply for membership to a Contractors Assistance Fund which will assist you to acquire bank guarantees for bid security and advance payment security. An application form for membership has to be filled. visit the Board website for more details.	6	Payment of Annual fees; Pay your subscription fees timely. Ensure that you are current with fees payments at all times. Failure to pay your annual fees will lead into deletion from the register. Debit notes are sent to all contractors in July but you are advised to visit any of the Board offices to check your status on fee payments.
2	Dispensation; Through dispensation, you can apply to be allowed to undertake a project with value above your class limit but not above the next class limit. An application is made by the Project Client or Consultant by filling an application form. Visit the Board website for more details.	7	Project Registration; Every time you acquire a project worth TZS 10 million and above, you must register the project with the Board and affix the sticker on the project signboard. Failure to register the project and or to affix the sticker is a punishable offense. For more details visit the Board website.
3	Joint Venture-ship; Through, a joint Venture you can join forces with fellow contractors to bid for and execute a project above your class limit. An application form has to be filled. Visit the Board website for more details.	8	Online Submission of Annual Return Forms (ARF); At the end of every financial year, remember to fill and submit return forms online. The forms must be submitted between July and September of every year. Failure to submit ARF is a punishable offense. For more details visit the Board website.
4	Training; Through a Sustainable Structured Training Programme (SSTP), the Board conducts training to enhance contractors' skills. Ensure to attend these trainings which are normally conducted in different centres countrywide. Visit the Board website for an annual training calendar.	9	Compliance with construction laws and regulations; Ensure that you comply with all laws governing the construction business in Tanzania. This includes but not limited to safety of your workers and the public whenever you are implementibg a project..
5	Seminars and workshops; the Board conducts seminars and workshops including Annual Consultative Meetings (ACM) for awareness creation and deliberations on various issues facing the contracting business. Make sure you are always part of these meetings such that you are up to date on your business environment but also for networking with fellow contractors and other stakeholders.	10	Payment of Fines and Penalties; Whenever you contravene any legislation and you are penalized, make sure you pay the penalties with immediate effect. Failure to pay the fines and penalties can lead to deletion from the register.

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