GOVERNMENT NOTICE NO. 212 published on 12/05/2017

THE GOVERNMENT CHEMIST LABORATORY AUTHORITY
REGULATIONS, 2017

ARRANGEMENT OF REGULATIONS

Regulation *Title*

PART IV
REGULATION OF LABORATORIES

PART V
GENERAL PROVISIONS

SCHEDULES

THE GOVERNMENT CHEMIST LABORATORY AUTHORITY ACT
(No. 8 of 2016)

REGULATIONS

(Made under section 44)

THE GOVERNMENT CHEMIST LABORATORY AUTHORITY REGULATIONS, 2017

PART I
PRELIMINARY PROVISIONS

Short title

1. These Regulations may be cited as the Government Chemist Laboratory Authority Regulations, 2017.

Interpretation

2. In these Regulations unless the context requires otherwise-

"Act" means the Government Chemist Laboratory Authority Act;

Act No. 8 of 2016

"Authority" has the meaning ascribed to it under the Act;

"Board" has the same meaning ascribed to it under Act;

"chemical" means any industrial chemical or consumer chemical or any chemical product thereof which is-

(a) a substance in any form, whether by itself or in a mixture or preparation; and

(b) either manufactured or obtained from nature;

"consumer chemical" means any chemical or chemical

product used or intended for use in domestic household or in a non-industrial process;

"dealer" has the same meaning ascribed to it under the Act;

Cap.73 "DNA" has the same meaning ascribed to it under Human DNA Regulation Act;

"financial year" means the financial year of the Government, starting 1st of July and ending 30th June;

"forensic science" means discipline of forensic toxicology, chemistry and biology used to discover information about crime by scientifically examining objects or substances involved in a crime;

"Government Laboratory Analyst" means a person appointed by the Minister to perform duties of a laboratory analysis as provided for under the Act or any other written law;

"Human DNA database" means a Human DNA databank which includes an index of Human DNA data records;

"industrial chemical" means any chemical or chemical product used or intended for use in an industrial process;

"Inspector" has the same meaning ascribed to it under the Act;

"laboratory" has the same meaning ascribed to it under the Act;

"laboratory analytical report" means a laboratory report showing results from an analysis of a sample conducted, and includes a certificate of analysis issued under the Act;

"Minister" means, the Minister responsible for matters related to health; and

"sample" means a specimen or an exhibit submitted for laboratory analysis.

PART II
ADMINISTRATION AND INSTITUTIONAL ARRANGEMENT

Employment, appointment, discipline and welfare issues of employees.

3.-(1) Subject to Sections 6 and 7 of the Act, the Board shall be responsible for employment, appointment, discipline and welfare of employees and staff on such number and titles as may be necessary for the efficient discharge of the functions of the Authority.

Acts Nos. 8 of 2002, 6 and 7 of 2004.

(2) Notwithstanding sub-regulation (1), the Board on employing, appointing and disciplining employees and staff of the Authority, shall take cognisance of the Public Service Act, Employment and Labour Relations Act and Labour Institutions Act.

Tenure of office

4. A head of directorate, zone, unit and section appointed under section 6 of the Act, shall serve the Authority for a term of three years and may be re-appointed for such terms and conditions as the Board deems fit.

Qualifications of Government Laboratory Analyst

5.- Pursuant to section 13 of the Act, a person shall qualify to be appointed as Government Laboratory Analyst if he possesses the following qualifications-

(a) at least a Bachelor degree majoring in either, chemistry, microbiology, toxicology, forensic science, biochemistry, biotechnology, molecular biology, food science and technology, human nutrition, laboratory technology, chemical processing engineering, environmental science or equivalent qualification from accredited institutions; and

(b) at least two years experience of laboratory analysis.

Powers and functions of Government Laboratory

6.- Subject to section 13 of the Act, the Government Laboratory Analyst in exercising his powers and functions shall-

Analyst

(a) collect sample for laboratory analysis;
(b) conduct laboratory analysis of various samples;
(c) condemn and order destruction or disposal of articles, chemicals, chemical products and biological agents;
(d) prepare report on laboratory findings; and
(e) adduce evidence before the court when deemed necessary.

PART III
MANAGEMENT OF SAMPLES

Submission of samples to the Authority

7.- Pursuant to section 16 of the Act, any sample submitted to the Authority for laboratory analysis shall be-

(a) clearly labeled with identification mark;
(b) accompanied by a request letter or form with the following information for forensic science and DNA samples-
    (i) type of sample;
    (ii) type of analysis requested;
    (iii) the time and date of collection;
    (iv) the name of the person who collected the sample;
    (v) a unique identification number;
    (vi) name of the person submitting the sample;
    (vii) sample source;
    (viii) state of the sample;
    (ix) sample description; and
    (x) quantity of sample.
(c) accompanied by a request letter or form with the following information for samples not related to forensic science and DNA samples-
    (i) type of sample;
    (ii) type of analysis requested;

(iii) the time and date of collection;
(iv) name of the person submitting the sample;
(v) sample source;
(vi) quantity of the sample;
(vii) state of the sample; and
(viii) sample description.

(d) pursuant to sub-regulation (1)(b) and (c), upon receipt of the sample for laboratory analysis, the Authority shall issue a notification as prescribed under First Schedule to these Regulations;

(e) packed in appropriate container capable of maintaining original nature of the sample.

Exemption of samples submitted for analysis

8. The requirements provided under regulation 7 shall not apply to samples submitted to the Authority for laboratory analysis under the Drugs Control and Enforcement Act.

Act. No. 5 of 2015.

Laboratory analysis reports issued by the Authority

9. Pursuant to regulation 7, upon receiving and completion of laboratory analysis, the Authority shall issue the client or requesting authority a report as prescribed under Second, Third, Fourth, Fifth, Sixth and Seventh Schedules to these Regulations.

Retention and disposal of samples after analysis

10.-(1) Samples submitted to the Authority for laboratory analysis shall be retained for not more than six months from the date of issuance of analytical report.

(2) Notwithstanding the requirements under sub regulation (1), exhibits submitted to the Authority for laboratory analysis shall be returned to the requesting authority after completion of the analysis.

Cap.73

(3) Subject to sub regulation (1), samples submitted to the Authority for DNA analysis shall be retained and disposed off as provided under the Human DNA Regulation Act.

PART IV
REGULATION OF LABORATORIES

Qualifications and functions of laboratory staff

11.-(1) Pursuant to section 24 of the Act, a laboratory shall not be registered unless it has key staff who possess the following qualifications-

(a) a manager of laboratory with at least a Bachelor of Science degree majoring in either, chemistry, chemical and processing engineering, molecular biology, biotechnology, biochemistry, toxicology, forensic science, environmental science, microbiology, food science and technology, human nutrition, laboratory technology or any other related discipline from an accredited institution; and

(b) an analyst, with a Bachelor of Science degree majoring in either chemistry, chemical and processing engineering, molecular biology, biotechnology, biochemistry, toxicology, forensic science, environmental science, microbiology, food science and technology, human nutrition, laboratory technology or any other related discipline from an accredited institution.

(2) Pursuant to sub regulation (1), the laboratory manager shall be responsible for managing and supervising operations of the laboratory.

(3) Pursuant to sub regulation (1), the laboratory analyst shall be responsible for performing activities related to laboratory analysis.

(4) When the manager or analyst is no longer an employee of the laboratory, the owner of the laboratory shall notify the Authority within thirty days from the date of termination of the employment.

Standards for laboratory

12.-(1) Every laboratory shall be required to meet the following minimum standards-

(a) a premise or facility which allows operations of the intended laboratory services;
(b) adequate laboratory equipment to allow laboratory analysis to be undertaken;
(c) adequate space and conducive environment to allow laboratory analysis to be undertaken without compromising quality of result;
(d) a known physical address;
    (i) bearing the name of the owner or a proprietor with contact details;
    (ii) secured and easily accessible;
    (iii) having availability of necessary utilities to ensure quality of services, health and safety; and
    (iv) having emergency response plan including environment, health and safety management systems.

(2) Every registered laboratory shall have quality management system in place.

Requirements for registration of laboratory

13.-(1) A laboratory shall not operate, unless it complies with the requirements set out in regulations 10 and 11.

(2) An application for registration of laboratory submitted to the Authority, shall be accompanied by a fee as prescribed in the Eighth Schedule to these Regulations.

(3) A submission of application form for registration of a laboratory to the Authority, shall be accompanied by the following documents-

(a) introduction letter;
(b) company profile;
(c) copy of business license;
(d) copy of certificate of incorporation;
(e) proof of payment of application fee;
(f) copy of Taxpayer Identification Number (TIN); and

(g) copy of academic qualifications of laboratory manager and laboratory analysts.

(4) If upon assessment of the application documents submitted to the Authority, noncompliance is observed, the Authority shall-

(a) notify the applicant in writing within fourteen working days from the day of receipt of the application; and

(b) give the applicant thirty days to rectify the issues raised.

(5) Every laboratory shall be subjected to inspection prior to registration.

(6) If upon inspection of the laboratory, noncompliance is observed, the Authority shall-

(a) notify the applicant in writing within fourteen working days from the date of inspection; and

(b) give the applicant thirty days to rectify the issues raised.

(7) Any application which does not meet the requirements set out under this regulation and regulations 10 and 11, shall not be considered.

(8) Notwithstanding the requirements of sub-regulations (4) and (8), where by reason of non-compliance with any provision of these Regulations or any direction given, the Authority is unable to register the laboratory but is satisfied that steps can be taken by the applicant to comply with such provision or direction, as the case may be, the Authority may, after being so directed by the Board, and by notice in writing (hereafter referred to as a notice of deferment), defer or grant provisional registration to the laboratory for one year.

(9) Fees paid under sub regulation (2), shall not be refunded.

Management of chemicals and

14.- Every chemical or reagent used for laboratory analysis shall be-

reagents in the laboratory

(a) clearly labeled in Kiswahili or English with the following information-
    (i) chemical name;
    (ii) strength or concentration; and
    (iii)expiry date.
(b) packed in appropriate container; and
(c) properly stored by following good laboratory practices.

Issuance of certificate of registration

15.-(1) A laboratory which has fulfilled the requirements under regulation 12, shall be issued a certificate of registration in a manner prescribed in Ninth Schedule to these regulations.

(2) The certificate of registration issued under sub-regulation (1), shall be valid for a period of five years.

(3) The certificate of registration issued under sub-regulation (1), shall be personal to the certificate holder named therein and shall not be transferable to any other person.

(4) A certificate of registration issued under this regulation in respect of a laboratory shall be displayed in a conspicuous position within the premises of the laboratory.

(5) Any person who intends to renew his certificate of registration shall submit his application three months before expiry of the registration.

Suspension, revocation or Cancellation of certificate of registration

16.-(1) The Chief Government Chemist may, upon approval by the Board, suspend, revoke or cancel a certificate of registration issued under the Act and these Regulations if he is satisfied that-

(a) the laboratory has ceased to perform the operations for which the certificate of registration was issued;
(b) the manager or analyst is no longer an employee of the laboratory and the owner has not notified the Authority;

(c) the laboratory has failed to comply with any condition of the certificate of registration.

(2) A person whose certificate of registration has been suspended, revoked or cancelled under this regulation shall be required to surrender that certificate to the Authority.

Appointment of laboratory inspectors

17.-(1) Pursuant to sections 14 and 29 of the Act, the Minister on the advice of the Board shall appoint inspectors from-

(a) the Authority; and

(b) other public office.

(2) An inspector shall be issued with an identity card signed by the Chief Government Chemist.

(3) The Chief Government Chemist shall keep register of laboratory inspectors.

Manner of conducting inspection

18.-(1) Every laboratory shall be subject to inspection.

(2) Inspection to be conducted under these Regulations, shall include-

(a) pre-registration;

(b) routine;

(c) emergency; and

(d) special or strategic.

(3) When conducting inspection of laboratory the inspector shall adhere to the following procedures-

(a) identification of the site and preparation for the visit;

(b) site visit and introduction to the management;

(c) entry meeting (inspectors and the management);

(d) physical inspection;

(e) review, harmonize the inspection information and findings by inspectors;

(f) exit meeting (inspectors and the management);

(g) issue directives on areas requiring corrections;

(h) report writing and submission; and

(i) notify the owner of the laboratory on the findings and way forward.

(4) When conducting inspection, the inspector shall use respective laboratory inspection checklist approved by the Chief Government Chemist.

(5) The inspector shall ensure that, the inspection checklist is dully filled, signed by both parties and stamped with official stamp of owner of the laboratory.

(6) The inspection conducted under these Regulations shall be subject to a fee prescribed in the Ninth Schedule.

Order of temporary closure of laboratory

19.-(1) Pursuant to section 15(2) of the Act, prior to issuing of an order of temporary closure of a laboratory, an inspector shall-

(a) ensure that the laboratory inspection checklist is dully filled, signed by both parties and stamped with official stamp of owner of the laboratory;

(b) be satisfied that, the inspected laboratory has scored below the minimum requirements as per laboratory inspection checklist;

(c) ensure that, the Closure Form set out in the Tenth Schedule to these Regulations is dully filled and signed by both parties;

(d) ensure that, other relevant authorities are notified of the decision; and

(e) ensure that the owner of the laboratory is notified in writing within fourteen days.

(2) The order of temporary closure issued under sub regulation (1), shall not exceed six months from the date of issue.

(3) Where the owner of the laboratory complies with the directives issued in the order of temporary

closure, the Chief Government Chemist shall lift such order.

Power to seize properties

20.-(1) Pursuant to section 15(2)(d) of the Act, the inspector shall have powers to seize anything or property used in the commission of an offence.

(2) Subject to sub regulation (1), the inspector shall fill the Seizure Form as prescribed in the Eleventh Schedule to these Regulations.

Notification of closure or change of ownership

21.- Pursuant to section 28 of the Act, every owner of the laboratory who intends to close his laboratory or change the ownership shall notify the Chief Government Chemist using a form set out in the Twelfth Schedule to these Regulations.

Requirements for reporting to the Authority

22. Pursuant to section 31 of the Act, an owner or operator of a registered laboratory shall submit a report to the Chief Government Chemist every end of June and December in a manner set out in the Thirteenth Schedule.

PART V
GENERAL PROVISIONS

Procedures and operations of information nodes

23.-(1) Pursuant to section 35 of the Act, the designated information nodes shall provide information on matters related to-

(a) poisoning incidences;

(b) treatment of poisoning incidences; and

(c) laboratory analysis on poisoning incidences.

(2) Every designated information nodes shall-

(a) appoint a focal person who will be responsible for coordination and reporting to the Authority on matters related to poisoning incidences, treatment and laboratory analysis of poisoning.

(b) maintain documentation on matters related to poisoning incidences, treatment and laboratory analysis of poisoning.
(c) submit information as per sub-regulations (1)(a) and (2)(b) at the end of each month.

Compounding of offences

24.-(1) Pursuant to section 55 of the Act, the Authority for purpose of facilitating implementation of the Act, shall compound the offences from the penalties as prescribed in the Fourteenth Schedule.

(2) Subject to sub-regulation (1), a person who admits to have committed an offence under the Act, shall fill in the form prescribed in the Fifteenth Schedule to these Regulations.

(3) Where the person fails to comply with the order issued under these Regulations within fourteen days, the authority shall in addition to money ordered, require that person to pay an interest of 1% for each exceeding day.

Conflict of interest

25. An employee of the Authority shall sign and date a conflict of interest disclosure statement disclosing actual or potential conflicts of interests as set out in the Sixteenth Schedule to these Regulations.

Retention of records

No.3/2002

26. The records generated by the Authority in the performance of its functions, shall be retained in accordance with the Records and Archives Management Act and Government Chemist Laboratory Authority Guidelines for Retention and Disposal of Records.

Fees and charges

27.- All fees and charges paid under these Regulations on services provided by the Authority shall be-

(a) as provided in Eighth Schedule;
(b) paid in US Dollars ($) or its equivalence in Tanzania Shillings (TZS); and
(c) neither refundable nor transferable.

GN. No. 212 (contd).

FIRST SCHEDULE

(Made under regulation 7)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 01

SAMPLE RECEIPT NOTIFICATION

.

1. Name of the client or submitting authority .....……..……
   .....

2. Description of sample(s)
   .....
   .....

3. Name of the person submitting the sample or exhibit .....
   ..... Designation ..... signature.....

4. Laboratory identification number (Lab. No.) .....

5. Number of samples ……..…….....…

6. Name of the receiving person .....
   Designation.....Signature .....

7. Sample receiving date .....

GN. No. 212 (contd).

SECOND SCHEDULE

(Made under regulation 9)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 02

CERTIFICATE OF ANALYSIS

A: Details of the Sample submitted to the Authority

1	Lab No.	2	Date of issue:	3	GCLA Ref:
4	Description of sample(s)/mark:				
5	Date of submission:		6	Client Ref. No.	
7	Sample submitted by:				
8	Customer's Address:				
9	Analysis requested:				

B: Results

The sample was analysed as per specified test method and the given results pertain only to the sample submitted to the Authority for testing.

No.	Sample ID	Parameter	Result (s)	Standards	Method(s)	Remarks
1						
2						

C: Conclusion

END OF REPORT

Analyst:	Verified by:	Approved by:
(Signature)	*(Signature)*	*(Signature)*
Name: Designation	Name: Designation	Name: Designation Date

Note: The certificate has been issued without any alteration and should not be reproduced, except with a prior written approval of the Chief Government Chemist and shall not be transferable

GN. No. 212 (contd).

THIRD SCHEDULE

(Made under regulation 9)

MAMLAKA YA MAABARA YA MKEMIA MKUU WA SERIKALI

GCLA 03

Kumb. No. Yetu .....

Jina na anwani
(mamlaka iliyowasilisha sampuli)

RIPOTI YA UHUSIANO WA CHEMBECHEMBE ASILI ZA URITHI (VINASABA) ZA MAKOSA YA JINAI [FORENSIC DNA PROFILING TEST REPORT]

YAH: JALADA: .....

1.0 UTANGULIZI

Mnamo tarehe ..... tulipokea kielelezo/vielelezo ..... kilichofungwa/kisichofungwa kwa lakiri kutoka ....., kama ilivyotajwa kwenye barua/fomu yako yenye kumbukumbu namba …… ya tarehe ……..... ili tufanye uchunguzi wa mpangilio wa chembechembe asili za urithi (DNA Profiling) na kukupa ushauri wa kitaalamu. Aidha, kielelezo/vielelezo hicho kilipewa namba ya usajili LAB. NO: .....

1.1 Kielelezo kilichopokelewa

a. Kielelezo.....
b. Kielelezo.....
c. Kielelezo .....

2.0 MATOKEO YA UCHUNGUZI

Uchunguzi umefanyika na matokeo yake ni kama ifuatavyo.

2.1 Uchunguzi wa awali

a. Kielelezo....., Uchunguzi wa awali umedhihirisha kuwa……..

b. Kielelezo .....,Uchunguzi wa awali umedhihirisha kuwa……..

c. Kielelezo .....,Uchunguzi wa awali umedhihirisha kuwa……..

2.2 Uchunguzi wa mpangilio wa vinasaba

GN. No. 212 (contd).

Jedwali: Mpangilio wa vinasaba (DNA Profile) wa vielelezo……, ……. Na…...

ENEO	Kielelezo '….'	Kielelezo '……..'	Kielelezo '……'
JINSI	XX	XY	XY
D8			
D21			
D7			
CSF			
D3			
THOI			
D13			
D16			
D2			
D19			
VWA			
TPOX			
D18			
D5			
FGA			

XX = JINSI YA KIKE XY = JINSI YA KIUME

3.0 TAFSIRI YA MATOKEO

3.1 Mchanganuo wa mpangilio wa vinasaba

a. Kielelezo…… kimedhihirisha kuwa na mpangilio wa vinasaba vya wamiliki/mmiliki mmoja mwenye jinsi ya.....

b. Kielelezo…… kimedhihirisha kuwa na mpangilio wa vinasaba vya wamiliki/mmiliki mmoja mwenye jinsi ya.....

c. Kielelezo …… kimedhihirisha kuwa na mpangilio wa vinasaba vya wamiliki/mmiliki mmoja mwenye jinsi ya.....

3.2 Ulinganisho wa mpangilio wa vinasaba

a. Kielelezo '…..' (aina ya kielelezo) kimedhihirisha kuwa/kutokuwa na mahusiano ya mpangilio wa vinasaba na kielelezo '…….' (aina ya kielelezo).

b. Kielelezo '……' (aina ya kielelezo) kimedhihirisha kuwa/kutokuwa na mahusiano ya mpangilio wa vinasaba na kielelezo '…….' (aina ya kielelezo).

GN. No. 212 (contd).

4.0 HITIMISHO

a. Tegemeo la nafasi ya vinasaba toka kwenye kielelezo '……' (aina ya kielelezo) kuwa/kutokuwa na mahusiano ya mpangilio wa vinasaba na kielelezo '…….' (aina ya kielelezo) ni moja kati ya bilioni.

b. Tegemeo la nafasi ya vinasaba toka kwenye kielelezo '…….' (aina ya kielelezo) kuwa/kutokuwa na mahusiano ya mpangilio wa vinasaba na Kielelezo .....' (aina ya kielelezo) ni moja kati ya bilioni.

MWISHO WA RIPOTI

Mchunguzi:	Imehakikiwa:	Imethibitishwa:
(Saini)	*(Saini)*	*(Saini)*
Jina: Cheo	Jina: Cheo	Jina: Cheo Tarehe

GN. No. 212 (contd).

FOURTH SCHEDULE

(Made under regulation 9)

MAMLAKA YA MAABARA YA MKEMIA MKUU WA SERIKALI

GCLA 04

Kumb. No. Yetu .....

Jina na anwani
(mamlaka iliyowasilisha sampuli)

RIPOTI YA UTATA WA UHALALI WA WAZAZI KWA MTOTO
(PARENTAGE TEST REPORT- HUMAN DNA PROFILING)

1.0 UTANGULIZI

Mnamo tarehe ……..tulichukua/tulipokea sampuli za ..... kutoka kwa wahusika .....(taja idadi) kwa ombi la .....kama ilivyotajwa kwenye barua/fomu yako yenye Kumb.Na. .....ya tarehe .....ili tufanye uchunguzi wa mpangilio wa chembechembe asili za urithi (DNA Profiling) na kukupa ushauri wa kitaalamu.

2.0 MATOKEO YA UCHUNGUZI

Uchunguzi umefanyika na matokeo yake ni kama ifuatavyo.

Jedwali: Uchunguzi wa mpangilio wa vinasaba (DNA Profile)

ENEO	MAMA	MTOTO	BABA	MAENEO YA MTOTO YALIYOOANA NA MAMA	MAENEO YA MTOTO YALIYOOANA NA BABA
JINSI	XX	XX/XY	XY	-	-
D8					
D21					
D7					
CSF					
D3					

GN. No. 212 (contd).

THOI					
D13					
D16					
D2					
D19					
VWA					
TPOX					
D18					
D5					
FGA					

XX = JINSI YA KIKE XY = JINSI YA KIUME

3.0 TAFSIRI YA MATOKEO

Kutokana na matokeo ya uchunguzi, tukilinganisha mpangilio wa chembechembe asili za urithi (DNA Profile) zitokazo kwa wazazi kwenda kwa mtoto:

a) Maeneo yote kumi na tano (15) ya baba …… (jina) yaliyofanyiwa uchunguzi ni maeneo .....(taja idadi) yaliyooana na maeneo ya mtoto…….....(jina)

b) Maeneo yote kumi na tano (15) ya mama ……. (jina) yaliyofanyiwa uchunguzi ni maeneo ..... (taja idadi) yaliyooana na maeneo ya mtoto …….....(jina)

4.0 HITIMISHO

Tegemeo la nafasi (chances) ya baba …….(jina) kuwa baba mzazi wa mtoto …… (jina) ni asilimia …….(……%) ukizingatia kuwa …….. (jina) ni mama mzazi wa mtoto…….... (jina).

MWISHO WA RIPOTI

Mchunguzi:	Imehakikiwa:	Imethibitishwa:
(Saini)	*(Saini)*	*(Saini)*
Jina: Cheo	Jina: Cheo	Jina: Cheo Tarehe

GN. No. 212 (contd).

FIFTH SCHEDULE

(Made under regulation 9)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 05

Our Ref. No.....

Name and address
(Requesting authority)

DETERMINATION OF DOMINANT SEX IN SEX AMBIGUITY
(HUMAN DNA PROFILING TEST REPORT)

1.0 INTRODUCTION

The .....……. (type of sample) of ..... (name/code) was collected/brought by ..... (name/requesting authority) at the Government Chemist Laboratory Authority on ……. (dd/mm/yyyy) following the request from the ..... *(name of the requesting authority)* as stated on the accompanied DNA test application letter/form with Ref. No. ..... dated..... (dd/mm/yyyy).

2.0 TEST RESULTS

Table 1: DNA Profile of ……

TESTED REGIONS/LOCI	
Amelogenin (Sex Region)	

XX = FEMALE XY = MALE

GN. No. 212 (contd).

3.0 DNA TEST RESULTS INTERPRETATION

Based on the results provided in the Table above, sample and test conducted revealed that,

.....

.....

4.0 CONCLUSION

The test results lead to the conclusion that, …… (name) is of a ….....…. sex.

END OF REPORT

Analyst:	Verified by:	Approved by:
(Signature)	*(Signature)*	*(Signature)*
Name: Designation	Name: Designation	Name: Designation Date

GN. No. 212 (contd).

SIXTH SCHEDULE

(Made under regulation 9)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 06

Our Ref. No.....
Name and address
(Requesting authority)

PARENTAGE TEST REPORT
(HUMAN DNA PROFILING RESULTS)

1.0 INTRODUCTION

The Government Chemist Laboratory Authority on ……. (dd/mm/yyyy) received request from the ..... *(name of the requesting authority)* as stated on the accompanied DNA test application letter/form with Ref. No. ..... dated..... (dd/mm/yyyy).

2.0 SAMPLE DESCRIPTION

The .....……. (type of sample(s)) was/were received/collected on the ..... (dd/mm/yyyy) from:

1. . …… (name) father.
2. ..... (name) Mother.
3. …….....(name) Child.

3.0 TEST RESULTS

Table: DNA Profiling Test Results

Regions tested	Mother	Child	Father	Loci of the Child Matched to the mother	Loci of the Child Matched to the father
Amelogenin (sex region)	XX	XX/XY	XY	-	-
D8					
D21					
D7					
CSF					
D3					

GN. No. 212 (contd).

THOI					
D13					
D16					
D2					
D19					
VWA					
TPOX					
D18					
D5					
FGA					

XX = FEMALE XY = MALE

3.0 DNA TEST RESULTS INTERPRETATION

Based on the results provided in the Table above, sample and test conducted revealed that,

.....

.....

4.0 CONCLUSION

The result lead to the conclusion that, the probability of the tested father …… (name) to be a biological father of the tested child …….. (name) is …..% with the fact that ..... (name) is the biological mother of the child. Therefore, the tested parent …… (father) (is/is not) a biological parent of the child …… (name) and the tested parent ..... (mother) (is/is not) a biological parent of the child ……. (name).

END OF REPORT

Analyst:	Verified by:	Approved by:
(Signature)	*(Signature)*	*(Signature)*
Name: Designation	Name: Designation	Name: Designation Date

GN. No. 212 (contd).

SEVENTH SCHEDULE

(Made under regulation 9)

MAMLAKA YA MAABARA YA MKEMIA MKUU WA SERIKALI

GCLA 07

Kumb. No. Yetu .....

Jina na anwani
(mamlaka iliyowasilisha sampuli/maombi)

RIPOTI YA UCHUNGUZI WA SUMU-JINAI
(FORENSIC TOXICOLOGY ANALYSIS REPORT)

YAH: UCHUNGUZI WA VIELELEZO JALADA: …….

1.0 UTANGULIZI

Mnamo tarehe ..... tulipokea kielelezo/vielelezo ..... kilichofungwa/kisichofungwa kwa lakiri kutoka kwa .....(mamlaka inayoomba uchunguzi) ndani yake mkiwa na kielelezo/vielelezo kama ilivyoelezwa kwenye barua ya tarehe …….. yenye Kumb. Na. ..... iliyoambatanishwa na PF. 180 yenye Kumb. Na. ..... ya tarehe …… ili tuchunguze na kukupa maoni ya kitaalamu.

2.0 MATOKEO YA UCHUNGUZI

Uchunguzi umefanyika na matokeo yake ni kama ifuatavyo:

a) KIELELEZO ..... (jina la kielelezo)
Uchunguzi wa ..... uliyotuletea umedhihirisha .....

b) KIELELEZO ..... (jina la kielelezo)
Uchunguzi wa ..... uliyotuletea umedhihirisha .....

3.0 MAONI YA KITAALAMU NA HITIMISHO

.....
..... (toa maelezo kuhusiana majibu uliyopata)

GN. No. 212 (contd).

MWISHO WA RIPOTI

Mchunguzi:	Imehakikiwa:	Imethibitishwa:
(Saini)	*(Saini)*	*(Saini)*
Jina: Cheo	Jina: Cheo	Jina: Cheo Tarehe

GN. No. 212 (contd).

EIGHTH SCHEDULE

(Made under regulations 12 and 16)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 08

FEES AND CHARGES

S/N	ITEMS	AMOUNT
1.	Registration and re-registration of laboratories, conducting training and outreach program on matters related to chemicals management, forensic science and human DNA services.	$250
2.	Access to information contained in the human DNA data base	$200
3.	Inspection	$200
4.	Supervision on disposal and destruction of samples, exhibits, chemicals or chemical products.	$300 per person per day
5.	Training and outreach programs on matters related to chemicals management, forensic science and human DNA services.	$150 per person per day.
6.	Sampling and Laboratory Analysis	Shall be as per GCLA Price List

GN. No. 212 (contd).

NINETH SCHEDULE

(Made under regulation 13)

CN: *0000* GCLA/*mm*/yy/*Code-odd*

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF HEALTH, COMMUNITY DEVELOPMENT, GENDER, ELDERS AND CHILDREN
GOVERNMENT CHEMIST LABORATORY AUTHORITY

P.O. BOX 164, DAR ES SALAAM

CERTIFICATE OF REGISTRATION

I hereby certify that *(Laboratory)*….. of *(Address)*…..... in *(region)*……..has been approved and registered in Mainland Tanzania to operate a *(Specific task)*…….. under The Government Chemist Laboratory Authority Act, and granted Registration No. (Act-type-0000).

The special conditions attached to this certificate are:
……
……
……

This certificate remains valid from *dd* day of *mm*, *yyyy* to *dd* day of *mm*, *yyyy*
Granted *dd* day of *mm*, *yyyy* Signed: ……
CHIEF GOVERNMENT CHEMIST

GN. No. 212 (contd).

TENTH SCHEDULE

(Made under regulation 17)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 10

ORDER FORM FOR TEMPORARY CLOSURE

The Order of Temporary Closure Form shall be filled in triplicate by both the inspector and owner or representative of the laboratory in the presence of the public officer or Local Authority.

.

1. Name of the laboratory .....……..…….....…...
   .....

2. Physical Address of the laboratory:
   Plot No……...…….....….
   Street…….....… Ward……...……..
   District……..…… Region…….....……

3. Address.....
   Tel: land line ..... and mobile .....
   Fax…….....…… E-mail…….....……

4. Nature of the activity …….....…….

5. Reason(s) for order of temporary closure ……..…...…….....…
   ……

6. Declaration
   I..... (*Owner or representative*) declare that, I have committed the above mentioned offence(s) and agree to comply with the conditions associated to the offence(s).

7. Owner or representative
   Name…….……..Designation …..…….....……
   Signature and official stamp……....Date…….....……....
8. Inspectors
   (a) Name …….……Signature……..…….. Date…….....…..

GN. No. 212 (contd).

(b) Name…….……Signature……..…...Date…....…...

9. Witness from public officer or Local Authority

(a) Name……..…Designation…….....……..……..
Signature…….....…..…Date……..……..
(b) Official Stamp .....

GN. No. 212 (contd).

ELEVENTH SCHEDULE

(Made under regulation 18)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 11

SEIZURE FORM

The Seizure Form shall be filled in triplicate by both the inspector and owners or representative of the Laboratory in the presence of the public officer or Local Authority.

1. Name of certificate holder……..…….
2. Physical Address of the laboratory:
   Plot No……..…….....….
   Street…….....… Ward.....…….....……..
   District……..…… Region…….....……
3. Address.....
   Tel: land line..... and mobile .....…….……
   Fax…….....…….E-mail……....…….....……
4. Nature of the activity …….…….
5. Description of properties seized:
   (a) ……..
   (b) ……..
6. Reason (s) of seizure …….…….....……..
7. Declaration
   I..... (*Owner or representative*) declare that, I have committed the above mentioned offence(s) and agree to comply with the conditions associated to the offence(s).
8. Owner or representative
   Name…….……..Designation …..……

GN. No. 212 (contd).

Signature and official stamp…….....Date……....

9. Inspectors
   (a) Name ……..……Signature……..…….. Date……..….....
   (b) Name……..……Signature……..…...Date……...…

10. Witness from Public officer or Local Authority
   (a) Name……..…Designation……..……..
   Signature……..…Date……..……..

   (b) Official Stamp .....

GN. No. 212 (contd).

TWELVETH SCHEDULE

(Made under regulation 19)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 12

NOTIFICATION FOR CLOSURE OR CHANGE OF OWNERSHIP FORM

The closure or change of ownership form shall be filled in duplicate, by the owner or representative of the laboratory.

1. Name of certificate holder……..…….....

2. Physical Address of the laboratory:
   Plot No……..……..…….
   Street…….....… Ward.....…….....……..
   District……..…… Region…….....……

3. Address.....
   Tel: land line..... and mobile .....……
   Fax…….....… E-mail…….....….....……

4. Nature of the activity ……...…….....

5. Reason (s) for closure or change of ownership…….…….....…...……..

6. Owner or representative
   Name.....……..…….....Designation …….....……
   Signature .....
   official stamp…….....….....Date…….....……....

7. OFFICIAL USE ONLY

   Name of the receiving officer……Designation ….....…
   Signature…….....……., Date……
   Official Stamp .....

GN. No. 212 (contd).

THIRTEENTH SCHEDULE

(Made under regulation 20)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 13

REPORTING FORMAT FOR A REGISTERED LABORATORY

INSTITUTION LOG

Executive summary
1.0: Introduction
2.0: Laboratory Overview
2.1 Core Functions
2.2 Vision
2.3 Mission
2.4 Goals and Objectives
2.5 Technical Staff and qualifications
2.6 Mandates
2.7 Services Offered

3.0 SAMPLES/EXHIBITS TESTING/ANALYSIS VOLUMES

SN	TYPE OF SAMPLES/EXHIBITS	QUANTITY

4.0 QUALITY MANAGEMENT SYSTEMS
4.1 Sub-contracted Services
4.2 Proficiency Testing (PT) Schemes
4.3 Accreditation

5.0 TRAINING AND OUTREACH PROGRAM

6.0 EMERGENCY RESPONSE AND PREPAREDNESS

GN. No. 212 (contd).

7.0 PRIMARY CLIENTS

8.0 HEALTH AND SAFETY PROGRAMS
8.1 Medical surveillance
8.2 Waste disposal

9.0 LABORATOY EQUIPMENT

10.0 SHARED COMMITMENTS/PARTNERSHIPS

11.0 OPPORTUNITIES AND CHALLENGES

12.0 CONCLUSION

13. DECLARATION
I, ...(*Owner or Representative*) declare that, the information provided above is true and correct to the best of my knowledge.

Name.....……..... Designation …….....……
Signature .....
official stamp…….....….....Date…….....……....

GN. No. 212 (contd).

FOURTEENTH SCHEDULE

(Made under regulation 22)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 14

COMPOUNDING OFFENCES PENALTIES

S/N	ITEMS	AMOUNT
1.	Operating laboratory without being registered.	TZS 2,500,000.00
2.	Obstructing or refusing access of a laboratory inspector to perform his duties during inspection.	TZS 1,000,000.00
3.	Conducting training and outreach programs on matters related to chemicals management, forensic science and human DNA services without approval of the Chief Government Chemist.	TZS 500,000.00 if the offender is a natural person or TZS 2,500,000.00 if the offender is a body corporate.
4.	Failure to meet directives issued by inspectors as agreed.	TZS 1,500,000.00
5.	Using a laboratory analytical report certificate for the purpose of advertisement without written consent from the Chief Government Chemist.	TZS 2,500,000.00 if the offender is a natural person or TZS 10,000,000.00 if the offender is a body corporate.
6.	Failure to notify the Chief Government Chemist on closure or change of ownership of a laboratory.	TZS 5,000,000.00

GN. No. 212 (contd).

FIFTEENTH SCHEDULE

(Made under regulation 22)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 15

COMPOUNDING OFFENCES FORM

The Compounding of Offences Form shall be filled in duplicate by both the inspector and owners or representative of the Laboratory and stamped with Laboratory's official stamp.

1. Name of certificate holder……..…….

2. Physical Address of the laboratory:
   Plot No……..…….....….
   Street…….....… Ward.....…….....……..
   District……..…… Region…….....……

3. Address.....
   Tel: land line..... and mobile .....…….……
   Fax…….....…….....… E-mail…….....……

4. Nature of the activity.....…….…….

5. Nature of the offence to be compounded .....
   .....…….…….....……

6. Reason (s) for compounding .....…….……
   ……

7. Declaration
   I ..... (*owners or representative*) declare that, I have committed the above mentioned offence(s) and agree to comply with the conditions associated to these offence(s).

8. Owner or representative
   Name…….....…….....Designation
   …..….....…… Signature .....

GN. No. 212 (contd).

Official stamp…….....….....Date…….....……....

9. Inspectors
   (a) Name……..…….....……Signature….....…..……..
   Date….....…….
   (b) Name……..……Signature.....……...….....Date….....

GN. No. 212 (contd).

SIXTEENTH SCHEDULE

(Made under regulation 23)

GOVERNMENT CHEMIST LABORATORY AUTHORITY

GCLA 16

DISCLOSURE STATEMENT CONFLICTS OF INTEREST FORM

The disclosure statement disclosing actual or potential conflicts of interests shall be signed and dated by every employee.

1. Declaration
   I ..... declare that, I cannot handle or undertake or supervise the matter of or related to (name of the client or organization) .....
2. Nature of the conflict of interest
   .....
3. Name of the employee .....
   Designation..... Signature..... Date.....
4. Approved/Not Approved
   Reason (s) for rejection .....
5. Name of the Approving Authority .....
6. Designation ..... Signature.....
   Date.....

Dar es Salaam,
27th April, 2017

UMMY A. MWALIMU,
Minister of Health, Community Development, Gender, Elderly and Children