

## United Republic of Tanzania Ministry of Works Engineers Registration Board (ERB)





Tambukareli Street- NCC, Dodoma Tel: +255 26 2960086/87

## Registration of Individuals checklist form

S/N	DESCRIPTION	CHECK	Date	Remarks	Signature
		YES/NO			
1	Application submission Form				
2	Payment of Application fee				
3	Payment Receipt Attached				
4	Evaluation by Secretariat				
5	Sent to External Evaluators				
6	Received from External Evaluators				
7	Minute sheet to Chairman on request for approval				
8	Issuing of Approval letter to applicant and payment details				
9	Payment of registration fees				
10	Payment Receipt Attached				
	Issuance of Registration Tools				
1	Practicing License				
2	Certificate				
3	Rubber stamp				

Document No: ERB /ReTAD/FRM/002

Document Name: Registration of Individuals checklist

Owner: Engineers Registration Board