



THE UNITED REPUBLIC OF TANZANIA
TANZANIA INSURANCE REGULATORY
AUTHORITY



On reply please refer:

Ref. No. DA.112/428/02/15

Date: 31st October, 2022

**ALL FOREIGN REINSURANCE COMPANIES AND REINSURANCE BROKERS
APPLICATION FOR RENEWAL OF ACCREDITATION FOR THE YEAR 2023**

The application for renewal of accreditation for the year 2023 is to be made through TIRA Online Registration System (ORS) that is accessible through <https://ors.tira.go.tz> (Guideline on submission of documents is hereby attached).

All foreign reinsurers and reinsurance brokers seeking to transact insurance business with Tanzanian registered insurers must earn an Accreditation Clearance Letter from TIRA which will be issued to successful applicants upon:

- a) Making a formal application to TIRA for acceptance as an accredited reinsurer/reinsurance broker;
- b) Providing documentary evidences on the following through the mentioned link above:
 - I. Credit rating by a reputable rating agency (Reinsurers);
 - II. Audited financial statements for the previous 3 years;
 - III. Completed Annexure 1 attached hereto;
 - IV. Letter of good standing member of insurance industry by a regulatory agency in home jurisdiction which must be translated by a recognized body to Swahili or English languages;



TIRA HEAD OFFICE:

LAPF HOUSE, 5th Floor, Makole Street, P.O. Box 2987 DODOMA, Tanzania, Tel: +255 26 2321180, Fax: +255 26 2321180, Website: www.tira.go.tz, Email: coi@tira.go.tz

Dar es salaam Sub-Office:

TIRA House Block 33 Plot No: 85/2115, Mtendeni Street, P.O.BOX 9892, Dar Es Salaam, Tel: +255222132537/2110120/2110131, Email: CoI@tira.go.tz

Zanzibar Office:

TIRA House, Kilimani Street, P.O. Box 133 Zanzibar, Tel: +255 24 2237271, Fax: +255 242237272, Email: dcoi@tira.go.tz

Lake Zone

5th Floor, PPF House, Kenyatta Road
P.O.Box 114, Mwanza,
Tel: +255282506000
Email: lake@tira.go.tz

Northern Zone

NSSF Building Kaloleni, 5th Floor,
P. O. Box 15468, Arusha,
Tel: +255272520017,
Email: northern@tira.go.tz

Southern Highlands Zone

NHIF Building, Karume Avenue, 4th Floor,
P.O.Box 1618 Mbeya,
Tel: +255 252957324
Email: southern@tira.go.tz

- V. Evidence of Professional indemnity insurance cover with minimum sum insured of USD 1,000,000;
 - VI. Recommendation letter from a local insurer or reinsurance broker ratified by the respective Board, expressing interest to transact with it; and
 - VII. Any other relevant information.
- c) Payment of annual accreditation fee (USD 10,000 for a reinsurer and USD 5,000 for a reinsurance broker. All Payments must be deposited through Government Electronic Payment Gateway (GePG); the control number shall be generated through TIRA Online Registration System (ORS).

Submission

The submission shall be through TIRA ORS as per the provided link, for further clarification kindly contact the following emails humphrey.busumabu@tira.go.tz, mussa.mkumbwa@tira.go.tz, paul.ngangaji@tira.go.tz, jacqueline.moshi@tira.go.tz, victoria.mwavilenga@tira.go.tz and vivian.mayunga@tira.go.tz

Note: All applicants are required to update their information / records and upload the same in the system as per space provided

Yours Sincerely,



Dr. Baghayo A. Saqware

COMMISSIONER OF INSURANCE

TIRA-ORS Insurance Agency

Registration Requirements

Principal Officer

Payment Status

Company Details

List of Attachments

Click New Registration

Click Company Attachment

Click Add New

+ Add New

No.	Attachment Name	Attachment Description	File	Actions
1	Copy of the Certificate of incorporation of the Company in Tanzania			
2	Particulars of Principal Officer (CV)			
3	Copy of Professional Indemnity policy of Tshs.6M/ for agents representing 1 insurer, 12M/- for multiple agents/agents representing 2 insurers.			
4	Valid Trading/Business license			
5	Agreement letter with your insurer (Principal)			

Items per page: 10 1 - 5 of 5

TIRA-ORS

UPLOADED / REGISTRATION

Principal Officer

Payment Status

Company Details

UPLOAD COMPANY ATTACHMENTS

Select Attachment

Employment contract

Upload

Upload Your File (Max: 5MB)

Enter Attachment Description

Enter Employment contract

Reset

Submit

Select & upload Attachment

Enter Description

Click Submit

No.	Attachment Name	Attachment Description	File	Actions
4	Valid Trading/Business license			
5	Agreement letter with your insurer (Principal)			

Items per page: 10 1 - 5 of 5

TIRA-ORS > Change Detail Req: x +

Not secure | TIRA-ORS

Principal Officer

- Company Attachment
- Principal Company
- Company Management

Dashboard

- New Registration
- Company Profile
- Billing
- Change Detail **1** *Click change Detail*
- Company Certificate

List of Attachments

2 *Click Company Attachment*

+ Add New *Click Add New to Add attachment*

No.	Attachment Name	Attachment Description	File	Actions
1	IAAT (Insurance Agents Association of Tanzania) Membership clearance letter.			
2	Copies of Memorandum and Articles of Association			<i>click Change to change specific attachment</i>
3	Attested Declaration on solvency & non conviction in crime			
4	Copy of the Certificate of incorporation of the Company in Tanzania/Certificate of registration	CERTIFICATE OF INCORPORATION OF THE COMPANY IN TANZANIA-BRELA		
5	Copies of Memorandum and Articles of Association/Extract			
6	Professional certificates (Minimum certificate in insurance)			
7	Employment contract	PO EMPLOYMENT CONTRACT		

TIRA-ORS > Change Detail Req: x +

Not secure | TIRA-ORS

Principal Officer

- Company Attachment
- Principal Company
- Company Management

Dashboard

- New Registration
- Company Profile
- Billing
- Change Detail **1** *Click change Detail*
- Company Certificate

Other Registration Details *View Change request cart*

Registration Requirements

2 *Click Principle Company*

Company Association

Filter Company Association

No.	Company	Associated Company	Actions
1		BRITAM INSURANCE TANZANIA LIMITED	

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Change Request History

3 *Click PLUS to add New Principle Company*

Currently Not Found!

TIRA-ORS > Change Detail Req. x +

TIRA-ORS

Principal Officer

Other Registration Details View Change request cart

Registration Requirements

- Company Attachment
- Principal Company
- Company Management** 2

Click change Details

Click Company Management

Click Change To change Company Management

List of Company Management

No.	Full Name	Category	Date of Appointment	No. of Shares Held	Action
1		Managing Director	2022-09-20	100	<input type="checkbox"/> Change

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Click PLUS to add Company Management

Change Request History

Currently Not Found!

Appendix 8.

Step 1: Login



