



NOTICE

PROCEDURE FOR ENGAGEMENT WITH THE REGISTRAR OF THE VETERINARY COUNCIL OF TANZANIA IN MATTERS RELATING TO CONTRACTUAL DISPUTES OR TERMINATION OF SUPERVISION OF VETERINARY FACILITIES

Pursuant to the Council's regulatory mandate, the following procedure shall govern communication between the Facility Owner, the Supervising Veterinarian, Veterinary Paraprofessionals and the Registrar in circumstances arising from contractual disputes or the termination of supervisory arrangements. This notice is intended to ensure clarity, accountability, and the effective discharge of the Council's statutory functions and obligations.

1. In the event of a contractual dispute or termination of a contractual agreement between the Facility Owner and the Supervising Veterinarian or Veterinary Paraprofessionals, both parties shall submit a written notice of thirty (30) days of their intention to terminate the contract to the Registrar of the Veterinary Council of Tanzania.
2. Where the notice period elapses and no alternative Supervising Veterinarian is engaged, the Facility Owner shall surrender the original Facility Registration Certificate and the Facility Operating Permit to the Registrar.
3. Where, during the notice period, another Supervising Veterinarian or Veterinary Paraprofessional is engaged, a formal handover shall be conducted between the outgoing and incoming Supervising Veterinarian(s) or Veterinary Paraprofessional(s), in the presence of the Facility Owner. Details of the handover shall be submitted in writing to the Registrar immediately upon completion.
4. In the event of termination of the employment or supervisory agreement between the Facility Owner and the Supervising Veterinarian or Veterinary Paraprofessionals, the Registrar shall issue a closure order in accordance with the provisions of the Act, where applicable.
5. In the event of closure of a veterinary facility, the Supervising Veterinarian shall be required to prepare and submit a written notification to the Registrar, accompanied by the original Facility Registration Certificate and the Facility Operating Permit.

It is expected that both parties shall comply with this line of communication to ensure the efficient and timely execution of the Council's decision-making processes in the fulfillment of its regulatory obligations.

Issued by;

**OFFICE OF THE REGISTRAR
VETERINARY COUNCIL OF TANZANIA**
19th December, 2026