

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WORKS, TRANSPORT AND COMMUNICATIONS
NATIONAL CONSTRUCTION COUNCIL



In reply please quote:

DA.21/212/02/5

Ref. No.....

27rd April, 2020

Date:

ALL NCC Alternative Dispute Resolution Stakeholders

RE: PRECAUTIONS TAKEN BY NCC IN FIGHTING AGAINST CORONA VIRUS (COVID-19) IN ADMINISTERING THE ADR CASES.

Reference is made to the heading above.

2. Due to the ongoing precautions to avoid the further spread of the Corona Virus (COVID 19) as advised by the Government of Tanzania, NCC intends to minimize the public visits to its offices. Therefore we urge Parties and other persons requiring our services during this period to follow the below procedure;
3. **New Cases:** Parties are requested to use our e-mail in filing new Arbitration or Adjudication cases including all relevant attachments. You must use the following e-mails for ease of records; ceo@ncc.go.tz, and info@ncc.go.tz
4. **Ongoing Cases:** We encourage Parties to use email as means of communication during filing any written submissions and exchanges with the arbitral or adjudication tribunals.
5. **Inevitable Meetings:** In principal conduct of meetings at our offices is highly discouraged. However, for any necessary meeting, the parties are urged to be ably represented by a maximum of three (3) persons each. This is to allow **social distancing** during the meetings. Furthermore, the attendants are urged to follow directives from the Ministry of Health including use of face masks.

We look forward to working with you.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Athanas Sugwa'.

Athanas Sugwa
For: **CHIEF EXECUTIVE OFFICER**