



THE UNITED REPUBLIC OF TANZANIA

PCF. 17



MINISTRY OF HEALTH

PHARMACY COUNCIL

NOTICE FOR CHANGE OF MANAGEMENT OR PHARMACEUTICAL PERSONNEL OF A  
PHARMACY

(Regulation 17(1) of The Pharmacy (Pharmacy Practice and the Conduct of Business of Pharmacy) GN No. 267)

Changes to be Made: Superintendent ☐ Other Pharmaceutical Personnel ☒

A. TO BE COMPLETED BY THE SUPERINTENDENT/OTHER PHARMACEUTICAL PERSONNEL AND OWNER  
OF THE PHARMACY.

A.1. DETAILS OF THE PHARMACY

Name of the Pharmacy... VITALCARE PHARMACY LIMITED Facility Identification Number (FIN)... 0102891  
Physical address:  
Street... BIBITI Ward... KICUTU District/Municipal... ILALA Region... DAR-ES-SALAAM

A.2. DETAILS OF SUPERINTENDENT/OTHER PHARMACEUTICAL PERSONNEL

Full Name... FATH FADHIL ALISE PIN... 0405012 Phone... 0756951503  
Address... Email...

A.3. REASON(S) FOR CHANGE

END OF CONTRACT

Time frame of notification: (As per Contract) 7 days Signature [Signature] Date 14/08/2023

A.4. OWNER'S DETAILS

Full Name... VITALCARE PHARMACY LIMITED Phone Number... 0719140475  
Remarks... OKAY  
Signature [Signature] Date 14/08/2023

B. TO BE COMPLETED BY THE OWNER ONLY

B.1. NEW SUPERINTENDENT / OTHER PHARMACEUTICAL PERSONNEL

Full Name... JOYCE JOSL PIN... 0405247 Phone Number... 0765943109 Email... madhanyajoyce1@gmail.com  
Physical address:  
Street... BIBITI Ward... KICUTU District/Municipal... ILALA Region... DAR-ES-SALAAM

Details of Previous pharmacy:  
Name of Pharmacy... VITALCARE PHARMACY LIMITED FIN... 0102891 District/Municipal... ILALA Region... DAR-ES-SALAAM

B.2. QUALIFICATION DOCUMENTS OF THE NEW SUPERINTENDENT / OTHER PHARMACEUTICAL

PERSONNEL (To be attached)

- (i) Copies of registration certificate and valid license to practice
- (ii) Contract Agreement/MOU
- (iii) Commitment Letter

C. FOR OFFICIAL USE ONLY

INSPECTION/REGISTRATION OR ZONAL OFFICE

Recommendations...  
Full Name... Designation... Signature... Date...

D. NOTE;

Failure to acquire the services of another superintendent/ Other Pharmaceutical Personnel within the mentioned time frame, shall lead to immediate closure of the premises as per Section 43 of the Pharmacy Act Cap 311.

NB: Other pharmaceutical personnel mean any pharmaceutical personnel apart from superintendent.



## BARAZA LA FAMASI



**FOMU YA KUKIRI KUTEKELEZA MAJUKUMU YA MWANATAALUMA WA DAWA  
KWENYE MAJENGO YA KUTOLEA HUDUMA YA DAWA**  
(kutoka katika Kifungu No. 44 (1) (a) cha Sheria ya Famasi)

**SEHEMU YA KWANZA: - TAARIFA ZA MWANATAALUMA**

☐ MFAMASIA ☒ FUNDI DAWA SANIFU ☐ FUNDI DAWA MSAIDIZI ☐ PHARM. DISP

1. Jina la mwanataaluma... JOYCE GOEL ..... PIN 0405268 .....
2. Namba ya simu... 0765943409 ..... barua pepe .....
3. Tarehe ya mwisho kuhuisha jina (Retention) 31/12/2024 .....
4. Je, umehusha taarifa zako kwenye mfumo kupitia tovuti ya baraza la famasi?  
(<http://196.45.42.57/pcmis.data/view/modules/registration/pharmacist-signup.php>) ☒ NDIYO, Stakabadhi Na. .... ☐ HAPANA

**SEHEMU YA PILI: - KUKIRI KWA MWANATAALUMA:**

Mimi... JOYCE GOEL ..... mwenye  
taaluma ya dawa ngazi ya FUNDI DAWA SANIFU nakiri kwamba nitafanya  
kazi yangu ya kitaaluma katika jengo la kutolea huduma ya dawa litwalo  
VITALCARE PHARMACY LIMITED FIN 0102891 lililopo katika  
Wilaya ya ILALA Mkoani DAR-ES-SALAAM  
Sahihi 12/08/2025 G-Goel Tarehe 12/08/2025

**Uthibitisho wa Mfamasia wa Halmashauri**

Nadhibitisha kwamba mwanataaluma tajwa ni **miongoni/ si miongoni** mwa  
wanataaluma waliopo katika halmashauri hii nayosimamia

Jina na Sahihi

Bajandar

Tarehe

13/08/2025

Muhuri KNY:  
DMO

Kny: MGANGA MUKU  
Halmashauri ya Kiji la Dar-es-Salaam

**SEHEMU YA TATU: - UTHIBITISHO WA MAKAZI:**

Ithibitishwe na: Afisa Mtendaji

Jina la mtendaji (Kata) SHIDA A. MGONGGWA Kata ya JANGWANI

Nadhibitisha kwamba Ndugu JOYCE GOEL ..... anaishi

langu mtaa/kijiji LUMUMBA kuanzia mwaka 2022

Sahihi Afisamtendaji

NO.

Tarehe

12/8/2025

Muhuri  
Mtendaji

AFISA MTENDAJI WA MTAA  
MTAA WA UKOMBOZI



THE UNITED REPUBLIC OF TANZANIA

PHARMACY COUNCIL



**LICENSE TO PRACTICE**

**The Pharmacy Act**

(Made under Sect.26 of The Pharmacy Act No. 1 of 2011)

I Hereby Certify that

**JOYCE JOEL**

**PIN NO: 0405247**

Having complied with the provision of Section 26 of The Pharmacy Act, Cap 311

is entitled to practice as a **Pharmaceutical Technicians** upon the

terms and subject to the conditions set forth in the

aforesaid Act and its Regulations thereto.

Issued: **18 September 2022**

Expires on: **31 December 2025**

Registrar  
Pharmacy Council



**EMPLOYMENT CONTRACT**

**BETWEEN**

**VITALCARE PHARMACY LIMITED.  
T/A VitalCare PHARMACY**

**AND**

.....JOYCE JOEL.....

Made and entered into this 1<sup>st</sup> day of August, 2025

# AGREEMENT FOR EMPLOYMENT OF PHARMACEUTICAL TECHNICIAN

This Agreement is made on this 1<sup>st</sup> day of August 2025

BETWEEN

VitalCare Pharmacy Limited of P.O.BOX 39854 Region DSM (hereinafter referred to as the **EMPLOYER**) the expression which includes his assignees, agents or his legal representative of his business

AND

JOYCE JOEL .....a natural person of Post Office Box Number..... Dar es Salaam, Tanzania who will perform all the technical activities in the Pharmacy under pharmacist supervision (hereinafter referred to as the **Pharmaceutical Technician / EMPLOYEE**).

**AND NOW WHEREFORE THIS AGREEMENT WITNESSED AS FOLLOWS;**

## 1. Interpretation:

“**Act**” means the Pharmacy Act, Cap 311.

“**Agreement**” means the Agreement between the parties to operate a business of Pharmacist.

“**Business of pharmacy or pharmacist**” includes professional pharmacy practice and any activity carried on by a person in relation to medicines, medical devices or herbal medicines;

“**Pharmacy**” means any approved premises wherein or from which any services pertaining to the practice of a pharmacist is provided, and shall include a community Pharmacy, consultant Pharmacy, Institutional Pharmacy or wholesale Pharmacy.

“**Company/Employer**” means an owner of Pharmacy and includes his assignees, agents or his legal representative.

“**Superintendent**” means a pharmacist in charge of the business of a pharmacist

“**Pharmacist**” means a person registered as such under section 16 of the Act.

“**Pharmaceutical Technician**” means a person enrolled under section 24 of the Act.

“**Transfer of ownership**” means any disposition of ownership of the facility

subject of this agreement to a third party either by way of sale, lease, or any other form, which has the effect of changing or transferring power of authority of owning of pharmacy to a third person during existence of its operation

## 2. Duration of Agreement

This Agreement shall be effective for a period of 12 months, commencing from the 1<sup>st</sup> day of Aug 2025 to 31<sup>st</sup> day of July 2026

## 3. Commencement of Supervision

The Pharmaceutical technician shall commence technical assistance of the above named Pharmacy on the 1<sup>st</sup> day of Aug 2025

## 4. Obligation of the Parties:

### 4.1 The Company / Employer:

**The Employer shall have the following duties and responsibilities; -**

4.1.1 The **COMPANY / Employer** shall pay Monthly salary/emoluments of

TZS. 500,000/-  
payable monthly to the **PHARMACEUTICAL TECHNICIAN** upon discharging his duties and functions as per this Agreement. At any event, the salary **shall not be paid in advance**.

4.1.2 The salary/emoluments shall be net of any applicable taxes and/or deductible employment benefits and shall be paid monthly and no later than the 1<sup>st</sup> day of the following month.

4.1.3 Comply with the Laws, Regulations, Guidelines and standard Prescribed by the Pharmacy Council and other relevant authorities

1.1.1 Implement and ensure that standards required for pharmacy and pharmaceutical properties are maintained in high level at all times.

1.1.2 Hire other pharmaceutical personnel for providing services or dispensing personnel recognized by the Pharmacy Council.

1.1.3 Apply adequate funds necessary to rehabilitating or modifying the present premises and maintaining the modern pharmacy practice.

1.1.4 Follow up and implement on matters advised by a Pharmaceutical Technician and approved by Superintendent on professional and matters related to provision of good pharmaceutical services.

1.1.5 Shall ensure pharmaceutical services are provided with due care.

1.1.6 Shall ensure all proper records are maintained and managed well.

4.1.10 Shall ensure the use of reference and other relevant materials whenever necessary for provision of pharmaceutical services and operations.

4.1.11. Shall report to the Pharmacy Council on poor attendance, service provided malpractices done by the Pharmaceutical Technician.

1.1.7 Shall purchase and ensure availability of all necessary tools for pharmacy operations are in place, i.e Superintendent log book, PC logo, dispensing register, ledgers etc.

1.1.8 Shall not interfere with the performance of professional matters in the premises or cause non-performance of professional services in the pharmacy.

1.1.9 Shall ensure all purchases or procurement and deliverables of pharmacy items are signed by a superintendent.

1.1.10 Perform any other duty as the Council may determine from time to time.

## **1.2 The Pharmaceutical Technician;**

At a salary or emolument stipulated in clause 4.1.1 of this Agreement, the Pharmaceutical Technician shall, with all commitment and professional diligence, take the necessary steps to establish and efficiently perform the duties according to their **scope of practice** to the said Pharmacy, dealing in Pharmaceuticals.

The Pharmaceutical Technician under personal supervision of a pharmacist shall have the following duties and obligations

- 1.2.1 Shall implement and ensure that standards required for pharmacy and pharmaceutical properties are maintained in high level at all times.
- 1.2.2 Shall ensure services provided are provided under his/ her physical supervision.
- 1.2.3 Shall manage and undertake all technical and professional matters in the pharmacy under supervision of a pharmacist.
- 1.2.4 Shall facilitate capacity building to all pharmaceutical personnel in the pharmacy.
- 1.2.5 Shall provide pharmaceutical service with due care.
- 1.2.6 Shall ensure all proper records are maintained and managed in accordance to good pharmacy practice standards.
- 1.2.7 Shall ensure all availability of all necessary reference and other relevant materials necessary for provision of pharmaceutical services and operations are in place.
- 1.2.8 Shall report to the Pharmacy Council on any malpractices or violations done by the Proprietor.
- 1.2.9 Shall ensure all availability of all necessary tools for pharmacy operations are in place.
- 1.2.10 Shall ensure all certificates (Business permit, premise registration, copy of certificates of pharmaceutical personnel any other certificates from other are conspicuously displayed in the premises.
- 1.2.11 Shall ensure medicines, medical supplies and other pharmacy items are properly arranged and kept in compliance with good pharmacy practice standards.
- 1.2.12 Shall ensure all property in the pharmacy are kept safe and maintained.
- 1.2.13 Shall ensure he/she provide proper services in professional manner and customer care.
- 1.2.14 Shall perform any other duty as the council may determine.

## 5. REMUNERATION

The Employer shall pay to the Employee a take home salary of 500,000/- T.shs. (Five hundred only) per month, payable at regular payroll periods. The Employee's salary will be revised annually and any salary increment will depend on the Employee's performance. Overtime may be worked when agreed. All overtime must be approved and documented by

employees' supervisor/superintendent. Overtime will be compensated with a day off and not an additional salary. Unauthorized and overtime not authorized or approved will not be paid. The employee may be provided additional allowance, bonuses, and or any additional payments based on work and company performances which are at employer's discretion.

#### **6. SICK LEAVE**

The Employee shall be entitled to sick leave upon production of Medical Certificate issued by a duly qualified doctor recognized by the company that he is incapable of work.

The sick leave shall be calculated as follows:-

- (a) The first sixty three (63) days shall be paid full salary.
- (b) The second sixty three (63) days shall be paid half salary.

The Employee shall not be entitled to sick leave pay by the Employer upon a failure to produce a medical certificate.

#### **7. ANNUAL AND OTHER LEAVES**

The Employee shall be entitled to 'Annual Leave' for twenty eight (28) days with full payment of his monthly salary.

The Employer, after approval, may allow the employee to such 'other leaves' for days not exceeding Fourteen (14) days within a year of contract.

Any such number of days for leave, other than 'Sick Leave' and or 'other leaves', shall be deducted from Twenty eight (28) days of 'Annual Leave'.

#### **8. Public Holidays**

The employee shall be entitled to basic agreed pay for each paid public holiday should the employee work of that day. Where the employee works on a public holiday, the employee shall be paid the basic agreed pay on that day. Leave: must be requested in writing 2 weeks prior to departure and go through approval process All time off requests must be approved in writing prior to departure.

#### **9. ABSENCE FROM WORK**

Employee shall only be absent from work upon written permission of Employer or approval of a recognized supervisor on approved company sick sheet.

#### **10. Termination**

This Agreement shall be terminated;

- 10.1 Upon expiry of the contract, unless otherwise the parties agree to renew the terms of agreement.
- 10.2 By mutual agreement or consent between the parties when find it appropriate that the

agreement be terminated

- 10.3 By Notice; by either party by giving One (1) written notice to other party of the intention to terminate the agreement.

The written notice shall be addressed to the other part and copy shall be submitted to the Registrar, Pharmacy Council for notification.

The Parties agree that the Council shall not be obligated to issue another notice of termination but a closure order as per the Act.

## **11. Dispute Settlement**

- 11.1 In the event of dispute in connection with this agreement both parties will make every effort to resolve the matter amicably.
- 11.2 If amicable settlement becomes impossible, then, an aggrieved party may seek legal remedy.
- 11.3 Nothing in clause 6 (6.1) and (6.2) shall prevent the Employer or Superintended from initiating or proceeding to The Commission for the Mediation and Arbitration (CMA).

## **12. Applicable Law and Jurisdiction**

- 12.1 The laws of Tanzania hereto shall govern the validity, construction and interpretation of this agreement and the rights and duties of the parties.
- 12.2 Any dispute, controversy or claim arising or relating to this agreement or the breach, termination or invalidity of the Agreement shall firstly be settled amicably by the parties

IN WITNESS WHEREOF the parties hereto have duly signed and sealed this presents on the date and in the manner herein after appearing.

Signed and delivered by the parties at this 1<sup>st</sup> day of Aug 2025

**SIGNED and DELIVERED**

By the said VITALCORE PHARMACY  
Who is known to me personally/Introduced to me  
by ..... the latter known to me personally  
This 01 day of August 2025

[Signature]  
.....  
COMPANY/EMPLOYER

**In the presence of:**

Name: SECILIA F. ASJENGA  
Designation: ADVOCATE  
Signature: [Signature]  
Date: 01/07/2025



**SIGNED and DELIVERED**

By the said JOYCE JOEL  
Who is known to me personally/Introduced to me  
by ..... the latter known to me personally  
This 01 day of August 2025

[Signature]  
.....  
PHARM TECH

**In the presence of:**

Name: SECILIA F. ASJENGA  
Designation: ADVOCATE  
Signature: [Signature]  
Date: 01/07/2025

