

GROUP WORK

QN. NO. 1

List and state any Tanzania Legislations on records management (in summary)

1. The Records and Archives Management Act of 2002 Act no. 3

The Act has come to replace the records Ordinance of 1931, and national archive act of 19965. The Act establishes the Records and Archive Management Department to provide for proper administration and management for public records and archive throughout their life circle.

2. **The Constitution of the United Republic of Tanzania of 1977** as amended time to time. The constitution is the principle law of the land, as all the law of the land must adherer to. In Tanzania records management is also governed by other law in connection with Act no 3 of 2002 on different aspect such law are:
3. **Statistics Act of 2015**; it provide security and confidentiality of the records under s. 28 of the Act, it also provide on how is allowed to have access of the record and in what manner under s. 31 of the Act.
4. **Birth and Death Registrations Act CAP 102 of 2002**; when it deals on the records of the birth and death in the country.
5. **The National Security Act no 3 of 1970**; govern records management on the matter of national security and classified document.
6. **The Registration of Document Act Cap 117**; when it deal on which document are to keep as per section 4 of the Act
7. **The Law of Evidence Act CAP 6**; it does provide for what document are to be used in court as evidence example s. 64 and s. 78 of the Act
8. **The Electronic Transaction Act of 2015**; it provide on how electronic information is to be recorded and under what manner as provided under s.9.