

Government Chemist Laboratory Authority

CCMP II

USER MANUAL

Open any browser Edge, Chrome, Mozilla etc. key the web address below and press Enter

ccmp.gcla.go.tz

CCMP II page will display.....

CUSTOMER CHEMICALS MANAGEMENT PORTAL (CCMP)

[About CCMP](#) [F.A.Q](#) [Online Support](#) [User Manual](#)

About Customer Chemicals Management Portal (CCMP)
This is a platform for providing online services for chemicals registration and permits as well as precursor chemicals returns for dealers in order to provide a more efficient and cost effective self service in implementation and enforcement of Industrial and Consumers (Management and Control) Act (No. 3 of 2003) and its Regulations applies in Tanzania Mainland.

Online services offered:

1. Application for chemicals certificates
2. Application for chemicals permits
3. Application for registration of chemicals
4. Application for temporary chemicals permit
5. Submission of precursor chemicals returns
6. Amendments of chemicals permits
7. Amendments of chemicals certificate
8. Renewal of chemicals certificate

User login

Username:

Password:

[Login](#)

[Register \(Dealer\)](#) [Staff Signup](#) [Reset Password](#)

Useful links

- [Ministry of Health \(MoH\)](#)
- [Business Registration and Licensing Agency \(BRELA\)](#)
- [Tanzania Revenue Authority \(TRA\)](#)

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Click Register (Dealer).....

CUSTOMER CHEMICALS MANAGEMENT PORTAL (CCMP)

[About CCMP](#) [F.A.Q](#) [Online Support](#) [User Manual](#)

About Customer Chemicals Management Portal (CCMP)

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Chemical Dealer registration form will display...

- Fill details
- Upload TIN and Certificate of Incorporation
- Click Sign up

CUSTOMER CHEMICALS MANAGEMENT PORTAL (CCMP)

Chemical Dealer Registration

Chemical Dealer details

First Name: Middle Name: Last Name:

Gender: Username: Phone Number:

Password: Confirm Password:

E-mail:

Business/Company Details

Business Name: Business Type:

Address: Region: Service Zone:

District: Ward: Street/Village:

By clicking Sign up the application will be sent to GCLA for verification

- Gcla Officer can either Accept or Reject the request depending on the attached documents
- If the request is Accepted, the customer will get the Notification through email that his/her request has been accepted so he/she can proceed
- If the request is Rejected, the customer will also get the Notification and reason of rejection through email.

If the request is Accepted....

- The customer can use the credentials he/she provided during registration to login

Login....

- Type the Username and Password

The screenshot shows the Customer Chemicals Management Portal (CCMP) interface. At the top, there is a header with the GCLIA logo on the left, the text "CUSTOMER CHEMICALS MANAGEMENT PORTAL (CCMP)" in the center, and the GCLIA logo on the right. Below the header, there are four navigation tabs: "About CCMP", "F.A.Q", "Online Support", and "User Manual". The "About CCMP" tab is active, displaying the following content:

About Customer Chemicals Management Portal (CCMP)
This is a platform for providing online services for chemicals registration and permits as well as precursor chemicals returns for dealers in order to provide a more efficient and cost effective self service in implementation and enforcement of Industrial and Consumers (Management and Control) Act (No. 3 of 2003) and its Regulations applies in Tanzania Mainland.

Online services offered:

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6. Amendments of chemicals permits
7. Amendments of chemicals certificate
8. Renewal of chemicals certificate

On the right side of the page, there is a "User login" section with the following fields and buttons:

User login

Username:

Password:

Below the login section, there are three links: "Register (Dealer)", "Staff Signup", and "Reset Password".

Useful links

- [Ministry of Health \(MoH\)](#)
- [Business Registration and Licensing Agency \(BRELA\)](#)
- [Tanzania Revenue Authority \(TRA\)](#)

At the bottom of the page, there is a footer with the text "Copyright © 2023 All Rights Reserved" and the URL "gclia.go.tz".

Premise registration

- Click Premise on the above menu
- Click Add New(Premise registration form will display)

The screenshot displays the GCLIA web application interface. At the top left, there is a 'CCMP' button. The main navigation bar is teal and contains 'My Company', 'Premise', 'Chemicals', 'Certificates', and 'Permits'. The 'Premise' menu item is highlighted with a red circle. Below the navigation bar, the GCLIA logo is visible on the left, and the text 'Premise Management' is displayed below it. The main content area shows a message 'Nothing to show.' and a green '+ Add New' button. The footer contains the text 'Copyright © 2023 All Rights Reserved. gcla.go.tz'.

Fill Premise details

➤ Click Save

New Premise

Premise name: Premise name	Plot number: Plot number	Premise Category: Select Premise Categories
District: Select District	Ward: 	Street: Street
From water sources (KM): From water sources (KM)	From school (KM): From school (KM)	From Hospital (KM): From Hospital (KM)
From Settlement (KM): From Settlement (KM)	From Industries (KM): From Industries (KM)	From farm (KM): From Farm (KM)
From Recreational parks (KM): From Recreational (KM)		

Click on Premise name

The screenshot shows the GCLA web application interface. At the top left, there is a 'CCMP' logo. The top navigation bar includes 'My Company', 'Premise', 'Chemicals', 'Certificates', and 'Permits'. The main content area displays the GCLA logo on the left and a table of company premises on the right. The table has columns for S/N, Premise, Inspected, Location, and Certificates. A single row is visible with S/N '1', Premise 'FIRST' (circled in red), Inspected 'No', Location 'Ward: Ayasanda, Street: IWAMBI', and Certificates '0'. Below the table are buttons for 'Print', 'Full Screen', and 'Add New'. The footer contains copyright information and the website URL 'gcla.go.tz'.

CCMP

My Company ▾ Premise ▾ Chemicals ▾ Certificates ▾ Permits ▾

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
LIST OF COMPANY PREMISES, Nov 24, 2023 AT 07:15 PM

S/N	Premise	Inspected	Location	Certificates
1.	FIRST	No	Ward: Ayasanda Street: IWAMBI	0

Print Full Screen Add New

≡ Premise Management

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The page that displays the Premise Profile will open..

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
COMPANY PREMISE PROFILE, Nov 24, 2023 AT 07:16 PM

S/N	Item	Value
1.	Company:	FIRST COMPANY
2.	Premise Name:	FIRST
3.	Date Registered:	Nov 24, 2023
4.	Location:	Ward: Ayasanda Street: IWAMBI
5.	Plot Number:	232
6.	Inspected:	No
7.	Distance From Water:	2.00 KM
8.	Distance From School:	4.00 KM
9.	Distance From Hospital:	3.00 KM
10.	Distance From Settlement:	4.00 KM
11.	Distance From Industries:	6.00 KM

Click Attachments.....

www.gcla.go.tz

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
COMPANY PREMISE PROFILE, Nov 24, 2023 AT 07:16 PM

S/N	Item	Value
1.	Company:	FIRST COMPANY
2.	Premise Name:	FIRST
3.	Date Registered:	Nov 24, 2023
4.	Location:	Ward: Ayasanda Street: IWAMBI
5.	Plot Number:	232
6.	Inspected:	No
7.	Distance From Water:	2.00 KM
8.	Distance From School:	4.00 KM
9.	Distance From Hospital:	3.00 KM
10.	Distance From Settlement:	4.00 KM
11.	Distance From Industries:	6.00 KM

Upload the Attachments

- This depends on business category you are applying for
- Click Save

The screenshot displays the 'Premise Profile: FIRST' interface. On the left is a navigation menu with options: Profile, Permits, Inspection, Certificates, Attachments, Chemical Requests, Chemical Pool, Waste Disposal, Chemical Trainer, and Clearance Permit. The main content area is titled 'Upload attachment' and contains the following fields:

- Document Type:** A dropdown menu with 'Select Document Type' highlighted. The dropdown list includes: ACADEMIC QUALIFICATION ATTACHMENT, AUDIT REPORT ATTACHMENT, BUSINESS LICENSE ATTACHMENT, CONTINGENCY PLAN, DRIVER'S CHEMICAL MANAGEMENT TRAINING CERTIFICATE, EIA CERTIFICATE, INTRODUCTION LETTER, NEMC CERTIFICATE, TIN NUMBER, and Original Certificate of Incorporation.
- Attachment number:** A text input field with 'Attachment number' as a placeholder.

A blue 'Save' button is located at the bottom left of the form area.

Click Chemical Requests

- To apply premise chemicals

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
COMPANY PREMISE PROFILE, Nov 24, 2023 AT 07:16 PM

S/N	Item	Value
1.	Company:	FIRST COMPANY
2.	Premise Name:	FIRST
3.	Date Registered:	Nov 24, 2023
4.	Location:	Ward: Ayasanda Street: IWAMBI
5.	Plot Number:	232
6.	Inspected:	No
7.	Distance From Water:	2.00 KM
8.	Distance From School:	4.00 KM
9.	Distance From Hospital:	3.00 KM
10.	Distance From Settlement:	4.00 KM
11.	Distance From Industries:	6.00 KM

New Chemical Request form will open...

- Fill details
- Save to Draft

The screenshot displays the 'New Chemical Request' form within the GCLIA web portal. The form is titled 'Premise Profile: FIRST'. It contains the following fields and options:

- Branch:** EASTERN ZONE OFFICE (EZO)
- Preferred Currency for Payment:** Shilling (Tanzania)
- Select Transfer Account (In case you prefer fund transfer):** (Empty field)
- Select Payment account:** (Empty field)
- Contact Person Full Name:** First Last
- Contact Phone Number:** 0718777700

A blue 'Save to Draft' button is located below the contact information fields. A green message box at the bottom of the form indicates 'Operation performed successfully.'

Click Chemical...

CCMP

My Compa

Menu

- Profile
- Progress
- Chemicals**
- Bills

Premise M

Chemical Request Profile

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
CHEMICAL REQUEST PROFILE, Nov 24, 2023 AT 07:30 PM

S/N	Item	Value
1.	Current Progress:	DRAFT
2.	Premise:	FIRST
3.	Branch Name:	EASTERN ZONE OFFICE
4.	Company:	FIRST COMPANY
5.	Contact Person:	FIRST LAST 0718777700
6.	Chemicals:	0
7.	Date of Request:	Just now
8.	Issue Date:	(Empty)

Print Full Screen Edit Trash Delete

Add Chemical.....

- Search Chemical
- Click Add

The screenshot shows a web application interface for 'Chemical Request Profile'. A search bar contains the text 'calcium' and a search button. Below the search bar, a table displays search results. The table has four columns: S/N, Chemical Name, HS-Code, and Action. The 'Action' column contains '+ Add' buttons for each row, which are highlighted with a red rectangle.

S/N	Chemical Name	HS-Code	Action
1.	Calcium Silicate • GENERAL	(Empty)	+ Add
2.	Calcium Hydrogen Phosphate • GENERAL	(Empty)	+ Add
3.	Acamprosate-d6 Calcium Trihydrate • GENERAL	(Empty)	+ Add
4.	5-Methyltetrahydrofolic Acid Calcium Salt Trihydrate(Mixture of Diastereomers) • GENERAL	(Empty)	+ Add
5.	Calcium Bromide • GENERAL	(Empty)	+ Add
6.	Leucovorin-d4 Calcium Salt Pentahydrate • GENERAL	(Empty)	+ Add
7.	Monocalcium Phosphate • GENERAL	(Empty)	+ Add

Click progress.....

- Click Submit (the chemical request will be sent to GCLA)

CCMP

My Company


Menu




- Profile
- Progress**
- Chemicals
- Bills

Premise M

Chemical Request Profile

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
CHEMICAL REQUEST PROGRESS OVERVIEW, Nov 24, 2023 AT 07:36 PM

Status	Action	Information	Source
0.DRAFT  7 min ago	0.1: (USER ACTIONS)	(None)	CLIENT

 Print  Full Screen  Submit

Click Bill.....

- View bill and make payment

CCMP

My Computer

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)

CHEMICAL REQUEST PROFILE, Nov 24, 2023 AT 07:30 PM

Menu

- Profile
- Progress
- Chemicals
- Bills**

S/N	Item	Value
1.	Current Progress:	DRAFT
2.	Premise:	FIRST
3.	Branch Name:	EASTERN ZONE OFFICE
4.	Company:	FIRST COMPANY
5.	Contact Person:	FIRST LAST 0718777700
6.	Chemicals:	0
7.	Date of Request:	Just now
8.	Issue Date:	(Empty)

Print Full Screen Edit Trash Delete

Chemical Request execution...

- After paying the chemical bill, the requested chemical will be added to the customers chemical pool.

Click Chemical Pool....

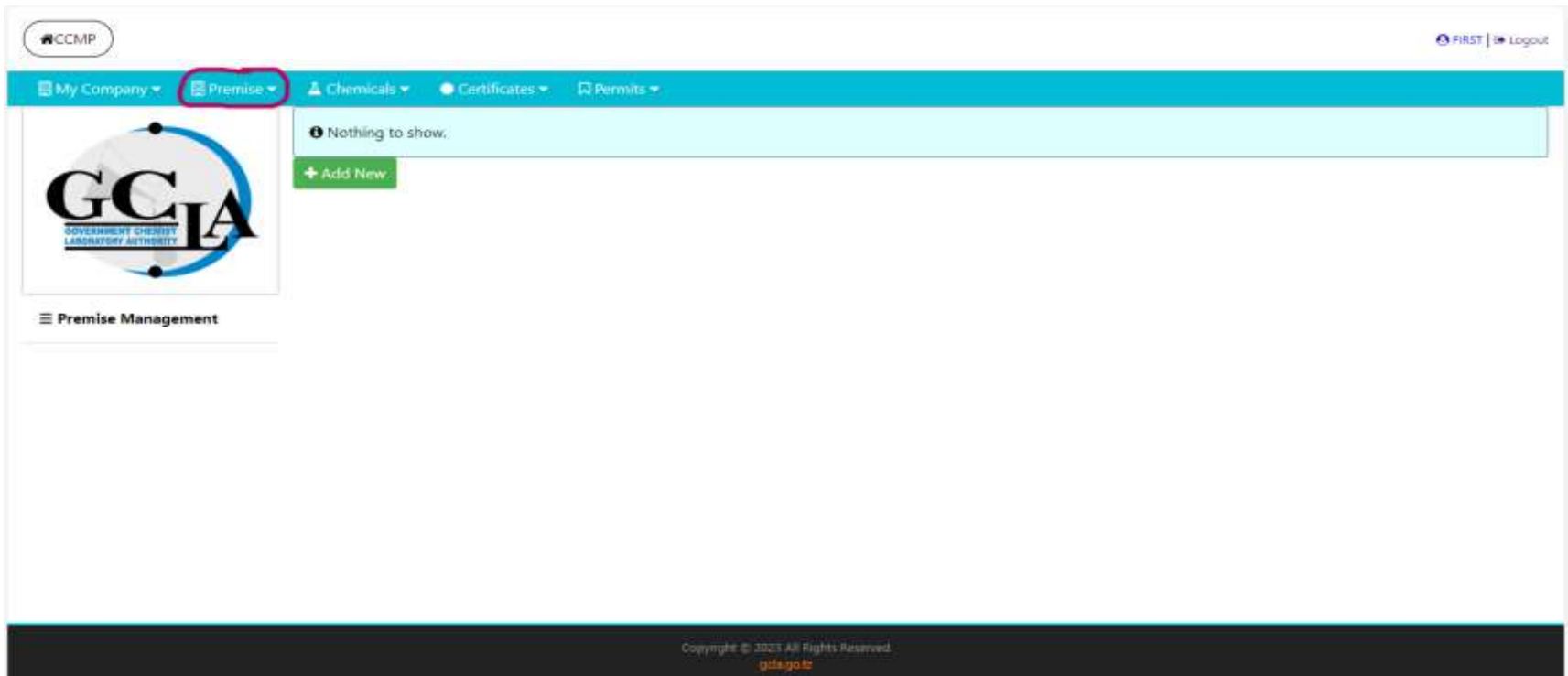
- Verify if chemicals have been added to the pool

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
COMPANY PREMISE PROFILE, Nov 24, 2023 AT 07:16 PM

S/N	Item	Value
1.	Company:	FIRST COMPANY
2.	Premise Name:	FIRST
3.	Date Registered:	Nov 24, 2023
4.	Location:	Ward: Ayasanda Street: IWAMBI
5.	Plot Number:	232
6.	Inspected:	No
7.	Distance From Water:	2.00 KM
8.	Distance From School:	4.00 KM
9.	Distance From Hospital:	3.00 KM
10.	Distance From Settlement:	4.00 KM
11.	Distance From Industries:	6.00 KM

Certificate application....

- Click Premise
- List of registered Premise will display
- Select the Premise you want to apply a certificate



The screenshot displays the GCLIA web application interface. At the top left, there is a 'CCMP' button. The main navigation bar is teal and contains several dropdown menus: 'My Company', 'Premise' (highlighted with a red circle), 'Chemicals', 'Certificates', and 'Permits'. Below the navigation bar, the GCLIA logo is visible on the left, and a message 'Nothing to show.' is displayed in the center, with a green '+ Add New' button below it. The footer of the application shows 'Copyright © 2023 All Rights Reserved' and the URL 'gcla.go.tz'.

Click on Premise name

CCMP FIRST | Logout

My Company ▾ Premise ▾ Chemicals ▾ Certificates ▾ Permits ▾

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
LIST OF COMPANY PREMISES, Nov 24, 2023 AT 07:15 PM

S/N	Premise	Inspected	Location	Certificates
1.	FIRST	No	Ward: Ayasanda Street: IWAMBI	0

Print Full Screen Add New

≡ Premise Management

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Click Certificates....

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CCMP

My Company

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)

Menu

- Profile
- Permits
- Inspection
- Certificates**
- Attachments
- Chemical Requests
- Chemical Pool
- Waste Disposal
- Chemical Trainer
- + Clearance Permit

Premise Profile: FIRST

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
COMPANY PREMISE PROFILE, Nov 24, 2023 AT 07:16 PM

S/N	Item	Value
1.	Company:	FIRST COMPANY
2.	Premise Name:	FIRST
3.	Date Registered:	Nov 24, 2023
4.	Location:	Ward: Ajasanda Street: IWAMB!
5.	Plot Number:	232
6.	Inspected:	No
7.	Distance From Water:	2.00 KM
8.	Distance From School:	4.00 KM
9.	Distance From Hospital:	3.00 KM
10.	Distance From Settlement:	4.00 KM
11.	Distance From Industries:	6.00 KM

Click New Certificate...

The screenshot shows a web application interface for GCLA. At the top left, there is a 'CCMP' logo. Below it, the text 'My Company' is visible. The main header area displays 'Premise Profile: TEST EZO'. On the left side, there is a 'Menu' with the following items: Profile, Permits, Inspection, Certificates, Attachments, Chemical Requests, Chemical Pool, Waste Disposal, Chemical Trainer, and Clearance Permit. The main content area shows a message 'Nothing to show.' and a green button labeled '+ New Certificate'. The bottom of the page features the GCLA logo, the date '29/12/2023', the page number '26', and certification logos for ISO 9001, Bureau Veritas, and UKAS.

Fill certificate details...

➤ Click Save

The screenshot shows a web application interface for filling out a 'Certificate Profile'. The form is titled 'Certificate Profile' and is divided into several sections. The left sidebar contains a 'Menu' with options: Profile, Bills, Progress, and Permits. The main form area includes the following fields:

- Transit Permit**
 - Select Zone (dropdown)
 - Preferred Currency for Payment (dropdown)
 - Select Currency (dropdown)
 - Select Transfer Account (In case you prefer fund transfer) (text input)
 - Select Payment account (text input)
- Contact Person Name (text input)
- Contact Person Phone (text input)
- Exit date (date input, format dd/mm/yyyy)
- Name of consignee (text input)
- Country of origin (dropdown)
- Destination country (dropdown)
- Transport through (text input)
- Port of entry (dropdown)
- Port of exit (dropdown)
- Attachment type (dropdown)
- Select Client Documents (text input)
- Attachment number: Proforma/Purchase order number (text input)
- Attachment Date (date input, format dd/mm/yyyy)
- Select attachment... (text input)
- Choose File (button) | No file chosen (text)

A blue 'Save' button is located at the bottom left of the form area.

Click certificate...

- Then Click Empty

CCMP

TEST | Logout

My Company

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)

Premise Profile: TEST EZO

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
LIST OF PREMISE CERTIFICATES, Dec 04, 2023 AT 08:53 PM

S/N	Certificate Number	Business Categories	Expiring Date
1.	(Empty)	EXPORTER, IMPORTER, USER	(Empty)

Print Full Screen

Menu

- Profile
- Permits
- Inspection
- Certificates**
- Attachments
- Chemical Requests
- Chemical Pool
- Waste Disposal
- Chemical Trainer
- + Clearance Permit

Click Progress...

- Then Submit (certificate request will be sent to GCLA)

The screenshot displays the 'Certificate Profile' page in a web browser. The page title is 'Certificate Profile' and the subtitle is 'GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA) CERTIFICATE PROGRESS OVERVIEW Dec 04, 2023 AT 08:54 PM'. The main content area features a table with the following data:

Status	Action	Information	Source
DRAFT <small>1 min ago</small>	D1: (USER ACTIONS)	(None)	CLIENT

Below the table, there are three buttons: 'Print' (blue), 'Full Screen' (yellow), and 'Submit' (green). A sidebar menu on the left includes 'Profile', 'Bills', 'Progress', and 'Permits'. The URL at the bottom of the browser is 'http://www.gcla.go.tz/client/certificate/progress/16'.

Permit application....

- Go to the Premise
- Click Certificate
- Then Certificate Number

Premise Profile: FRANCO LOGISTICS TANZANIA LIMITED

GOVERNMENT CHEMIST LABORATORY AUTHORITY (GCLA)
LIST OF PREMISE CERTIFICATES, Dec 04, 2023 AT 08:56 PM

S/N	Certificate Number	Business Categories	Expiring Date
1.	B001-C000083	TRANSPORTER	Sep 28, 2026

Print Full Screen

Certificate profile will open....

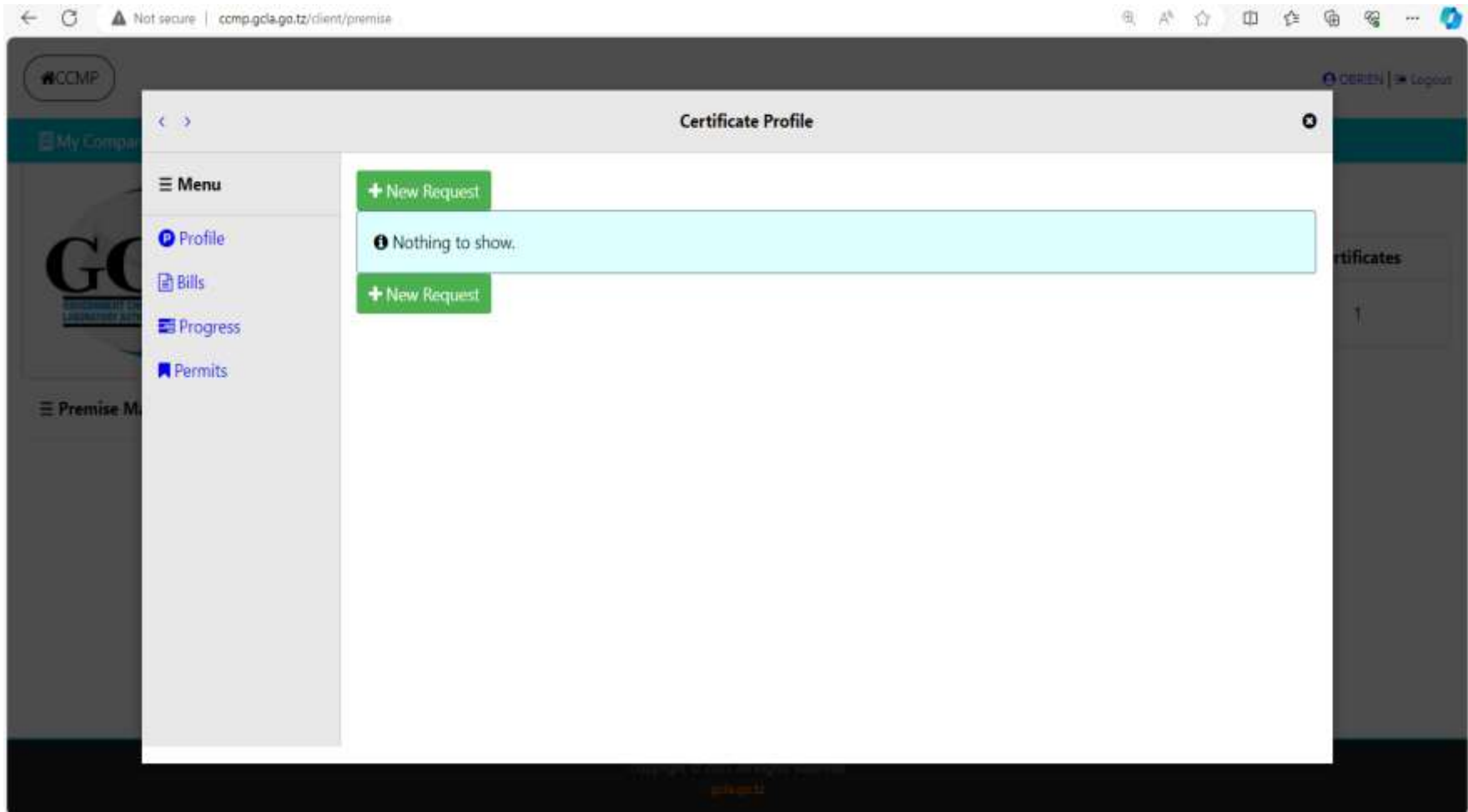
➤ Click Permit

The screenshot shows a web browser window with the URL comp.gcla.go.tz/client/premise. The page title is "Certificate Profile". On the left, a navigation menu includes "Profile", "Bills", "Progress", and "Permits", with "Permits" circled in red. The main content area contains a table with the following data:

S/N	Item	Value
1.	Current Progress:	Complete
2.	Branch Name:	EASTERN ZONE OFFICE
3.	Certificate Number:	B001-C000083
4.	Certificate Type:	FULL
5.	Company:	FRANCO LOGISTICS TANZANIA LIMITED
6.	Premise:	FRANCO LOGISTICS TANZANIA LIMITED Inspected
7.	Contact Person:	OBRIEN NKINI 📞 0658113373
8.	Business Categories:	TRANSPORTER
9.	Amended:	No
10.	Date of Request:	Aug 28, 2023 AT 01:13 PM
11.	Issue Date:	Aug 28, 2023
12.	Effective from:	Sep 29, 2021
13.	Expire Date:	Sep 28, 2026 AT 12:00 AM
14.	Issuer:	Chief Government Chemist

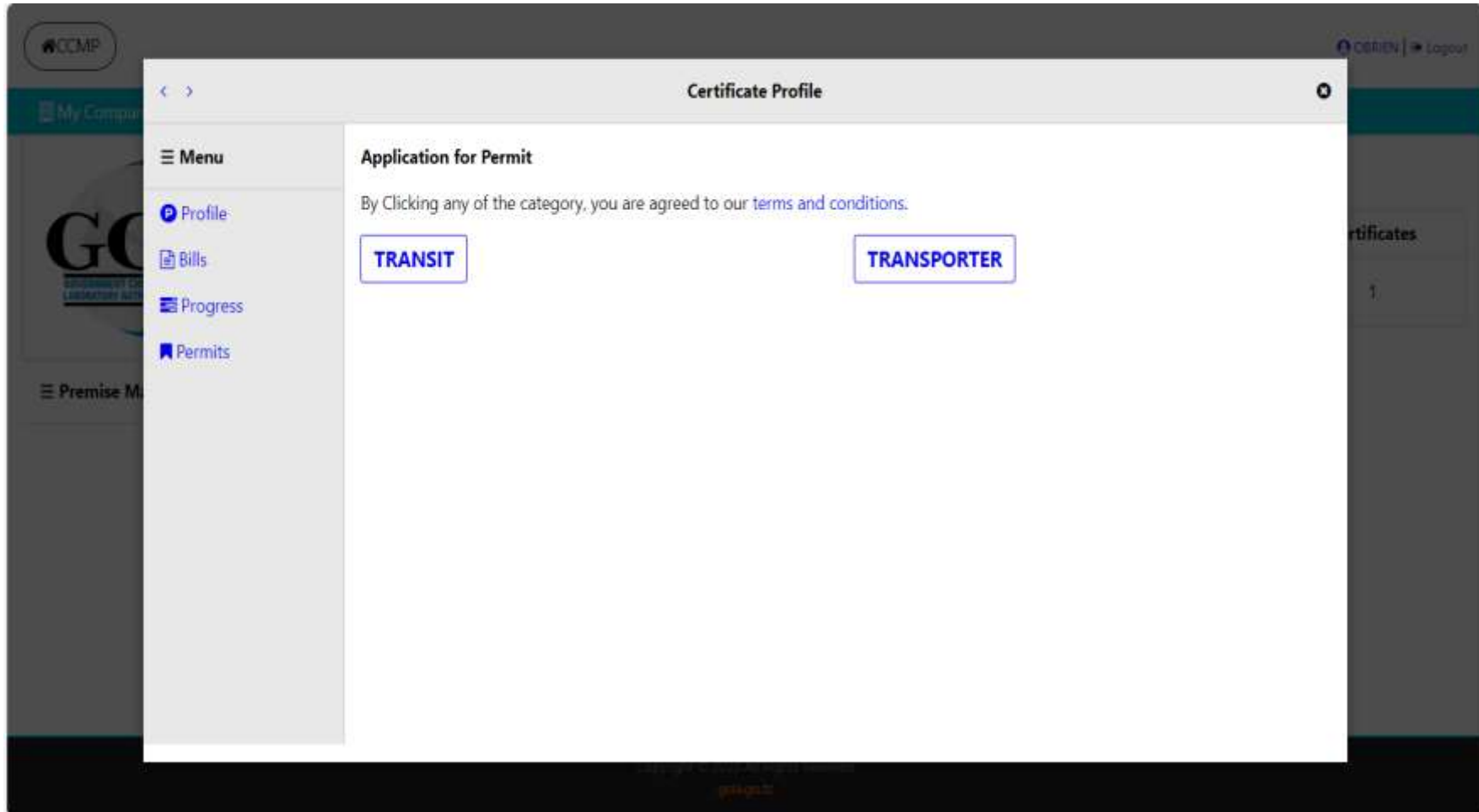
At the bottom of the table, there are four buttons: "Print", "Full Screen", "Amend", and "Preview".

Click New Request....

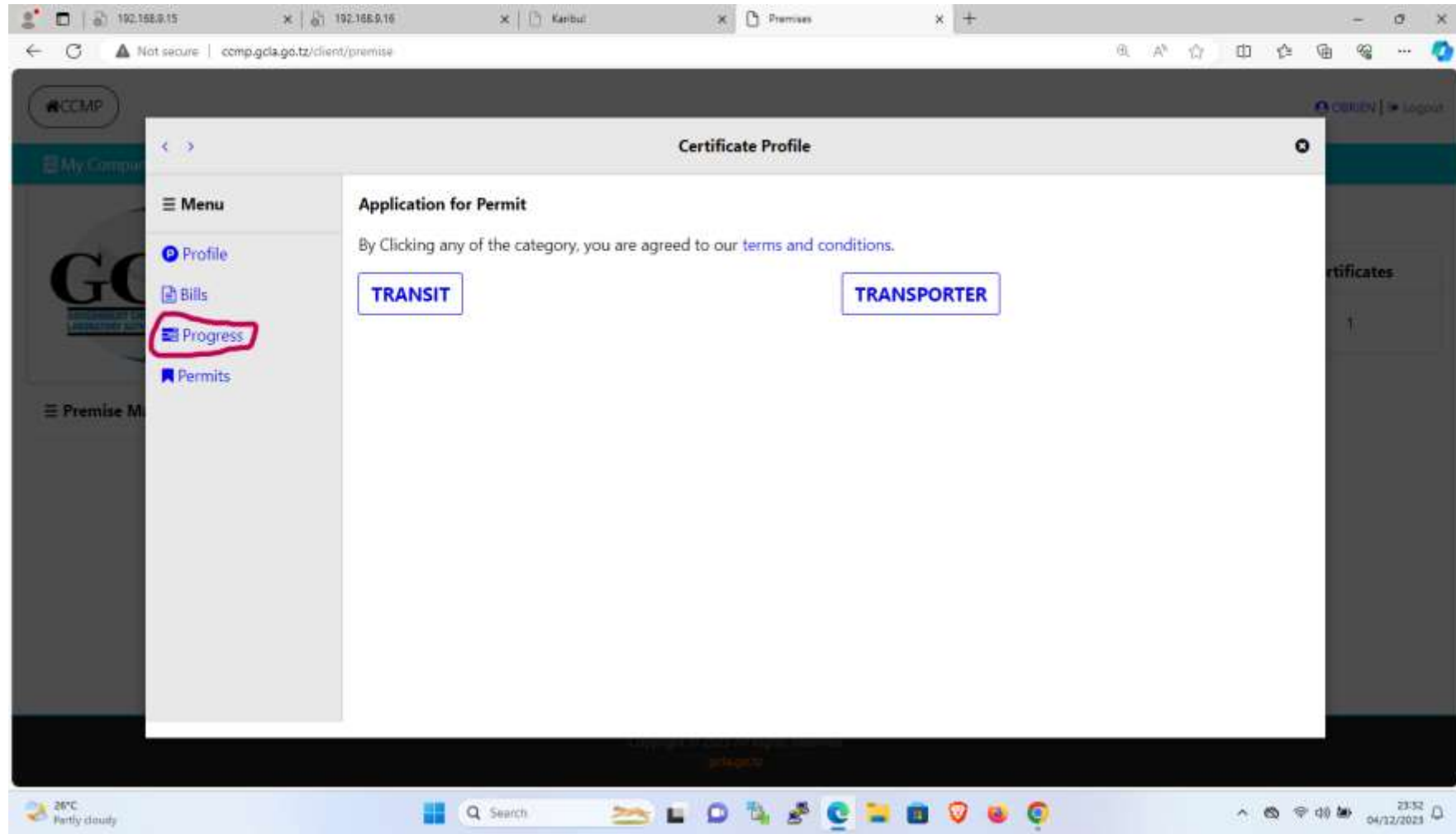


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Select Business Category....



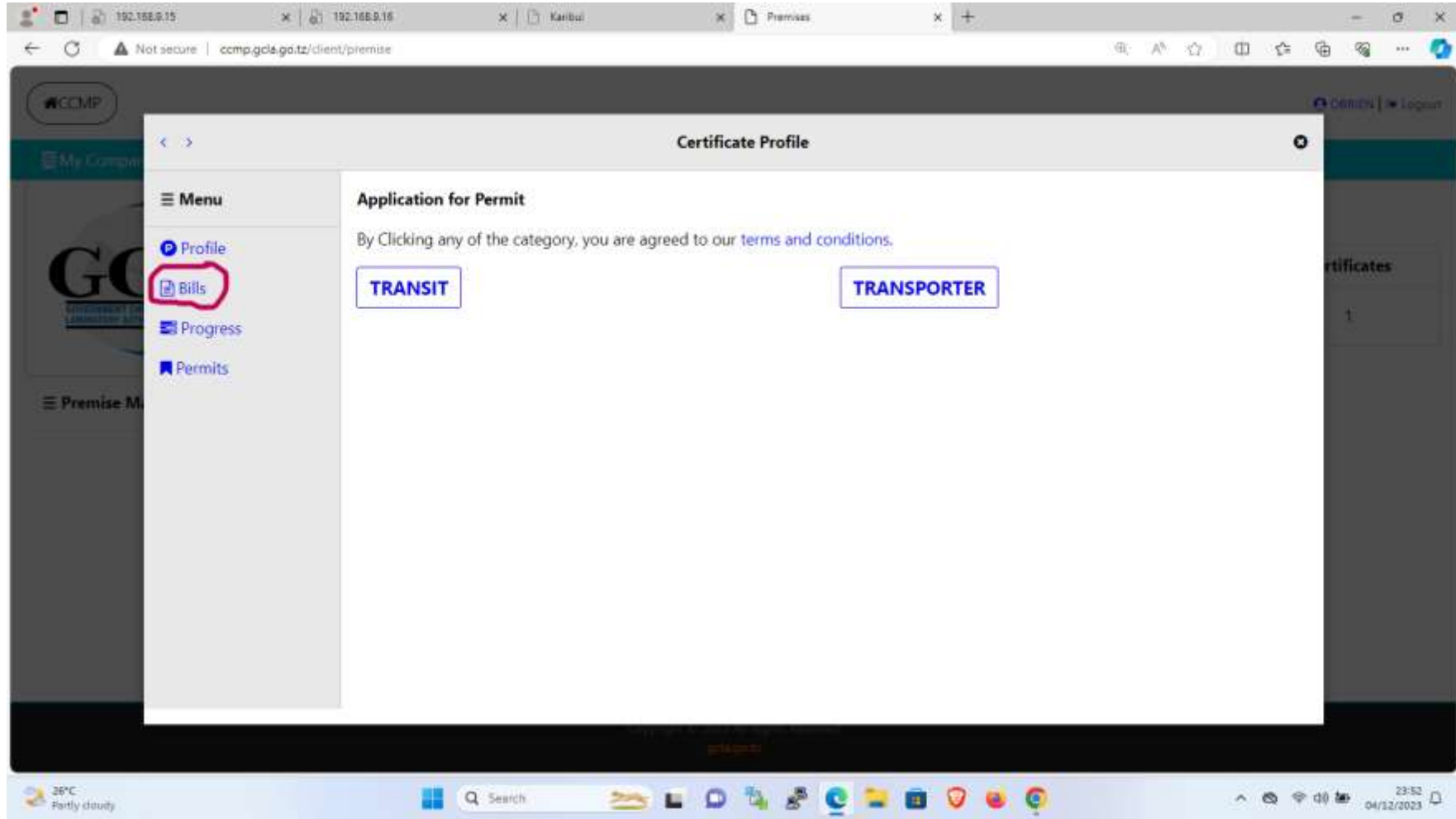
Click Progress to submit the permit request....



www.gcla.go.tz

Click Bill

www.gcla.go.tz

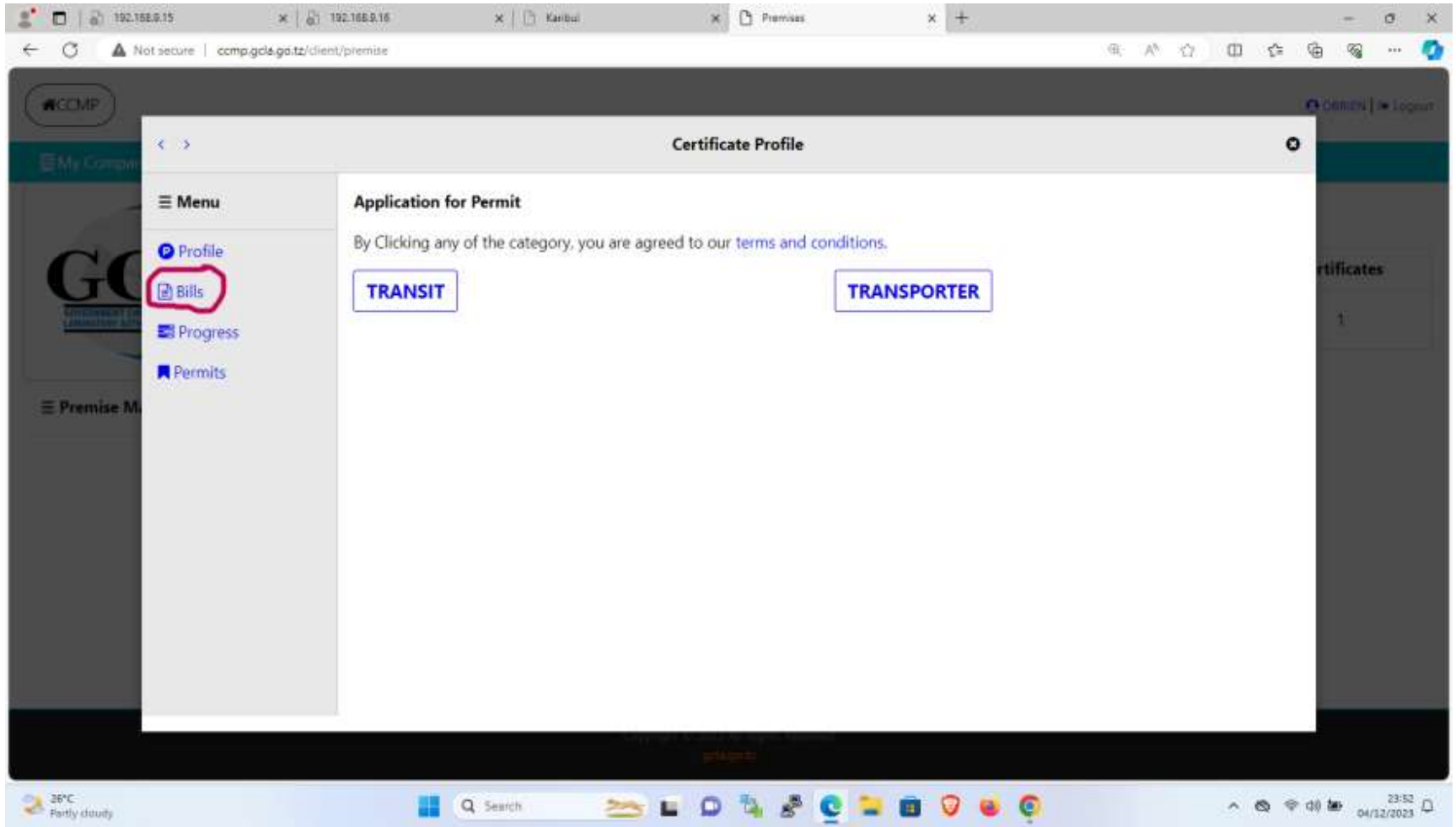


29/12/2023
35



Click Bill.....

- View bill and make payment



Click Permit.....

- To view and print your Permit

