

Check

Decent Work Check Tanzania is a product of WageIndicator.org and Mywage.org/Tanzania and Africapay.org/Tanzania



Inamaanisha taratibu za nchi ziko sawa



Inamaanisha taratibu za Nchi haziko sawa

01/12 Work and Wages Kazi na Mishahara	NR	YES NDIYO	NO HAPANA
I earn at least in a range of TSH 70,000 to 350,000 per month Kipato changu ni kati ya TSH 70,000 hadi 350,000 kwa mwezi		<input type="checkbox"/>	<input type="checkbox"/>
I get my pay on a regular basis. On daily, weekly, fortnightly or monthly basis Napata malipo yangu katika utaratibu unaoeleweka. Kwa Siku, wiki, wiki mbili au mwezi		<input type="checkbox"/>	<input type="checkbox"/>
Whenever I work overtime I almost always get compensation <i>(Overtime rate is one and half (1.5) times the actual rate of pay in Tanzania when you work over 9 hours a day and 45 hours a week)</i> Kila ninapofanya kazi kwa saa za ziada huwa mara nyingi nalipwa (Kiwango cha saa za ziada ni moja na nusu (1.5) mara kiwango halisi cha malipo kwa Tanzania pale utakapofanya kazi zaidi ya saa 9 kwa siku na saa 45 kwa wiki)		<input type="checkbox"/>	<input type="checkbox"/>
02/12 Annual Leave and Working on Weekly and Public Holidays Likizo ya mwaka na kufanya kazi mwisho wa wiki na siku za mapumziko za kitaifa	NR	YES NDIYO	NO HAPANA
How many weeks paid leave are you entitled to? <i>Your entitlement is 21 days paid annual leave on completion of 12 months of continuous service.</i> Je unastahili wiki ngapi za likizo ya malipo? <i>Stahili zako ni siku 28 za likizo yenye malipo utakapomaliza miezi 12 ya kufanya kazi na mwajiri mmoja</i>		1 week <input type="checkbox"/> 3 weeks <input type="checkbox"/>	2 weeks <input type="checkbox"/> 4 weeks + <input type="checkbox"/>
I get paid during national and religious holidays Nalipwa wakati wa sikukuu za kitaifa na kidini		<input type="checkbox"/>	<input type="checkbox"/>
I get compensatory holiday when I have to work on a public holiday Napata fidia ya likizo pindi ninapohitajika kufanya kazi siku za sikukuu		<input type="checkbox"/>	<input type="checkbox"/>
I get a weekly rest period of at least one day (i.e. 24 hours) in a week Napata mapumziko ya wiki angalau siku moja (saa 24) katika wiki		<input type="checkbox"/>	<input type="checkbox"/>
I get compensatory holiday when I have to work on a weekend Napata fidia ya likizo pindi ninapohitajika kufanya kazi siku za mwisho wa wiki		<input type="checkbox"/>	<input type="checkbox"/>
03/12 Employment Conditions Vigezo vya Ajira	NR	YES NDIYO	NO HAPANA
I was provided a written contract of employment at the start of my employment Nilipewa mkataba wa maandishi wa ajira pale nilipoanza kazi		<input type="checkbox"/>	<input type="checkbox"/>
My employer hires workers on fixed terms contracts for tasks of permanent nature Mwajiri wangu anaajiri wafanyakazi katika mikataba ya kudumu kwa kazi za kudumu		<input type="checkbox"/>	<input type="checkbox"/>
My employer offer severance pay in case of termination of employment <i>Severance pay is not payable if an employment is terminated on account of misconduct, incapacity and incompatibility with requirements of business. Severance Pay is equal to at least 15 days basic wage for each completed year of employment when employment is terminated due to redundancy.</i> Mwajiri wangu anatoa malipo ya kiinua mgongo inapotokea kusitishwa ajira Malipo ya kiinua mgongo hayatolewi kama ajira imesitishwa kutokana na mwenendo mbaya, kutokua na uwezo wa kufanya kazi na kutokuwiana na mahitaji ya kibiashara. Malipo ya kiinua mgongo ni sawa na mishahara ya siku 7 kwa kila mwaka wa ajira ulioisha.		<input type="checkbox"/>	<input type="checkbox"/>

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04/12 Family Responsibilities - If applicable Maiukumu va Kifamilia- Kama vapo	NR	YES NDIYO	NO HAPANA
I can take me annual paid leave during school holidays Naweza kupata likizo ya mwaka yenye malipo wakati wa likizo za shule	😊	<input type="checkbox"/>	<input type="checkbox"/>
My work schedule is flexible enough to combine work with family responsibilities Ratiba yangu ya kazi inaniruhusu kuchanganya kazi na majukumu ya kifamilia	😊	<input type="checkbox"/>	<input type="checkbox"/>
I am treated equally in employment opportunities (appointment, promotion, training and Napata haki sawa katika fursa za kazi (kuteuliwa, kupandishwa cheo, mafunzo na	😊	<input type="checkbox"/>	<input type="checkbox"/>
05/12 Maternity at Work - If applicable Uzazi katika kazi- Kama unahusika	NR	YES NDIYO	NO HAPANA
I am treated equally in employment opportunities (appointment, promotion, training and transfer) irrespective of my marital status or pregnancy. Napata haki sawa katika fursa za kazi (kuteuliwa, kupandishwa cheo, mafunzo na uhamisho) bila kujali hali yangu ya ndoa au ujauzito	😊	<input type="checkbox"/>	<input type="checkbox"/>
I get free ante and post natal medical care Napata huduma za bure za kiafya za kabla na baada ya kujifungua	😊	<input type="checkbox"/>	<input type="checkbox"/>
During pregnancy, I am exempted from nightshifts (night work) or hazardous work Napata huduma za bure za kiafya za kabla na baada ya kujifungua	😊	<input type="checkbox"/>	<input type="checkbox"/>
My maternity leave lasts at least 14 weeks Likizo yangu ya uzazi inadumu angalau kwa wiki 14	😞	<input type="checkbox"/>	<input type="checkbox"/>
During my maternity leave, I get at least 2/3rd of me former salary Wakati wa likizo ya uzazi napata angalau theluthi mbili (2/3) ya mshahara wangu	😊	<input type="checkbox"/>	<input type="checkbox"/>
06/12 Health and Safety at my Workplace Afya na Usalama mahali pa Kazi	NR	YES NDIYO	NO HAPANA
My employer makes sure my workplace is safe and healthy Mwajiri wangu anahakikisha mahali pangu pa kazi ni salama na afya	😊	<input type="checkbox"/>	<input type="checkbox"/>
My employer provides protective equipment including protective clothing free of cost Mwajiri wangu anatoa vifaa vya kujikinga pamoja na nguo za kujikinga bila gharama yoyote	😊	<input type="checkbox"/>	<input type="checkbox"/>
My employer provides adequate health and safety training and ensures that workers know the health hazards and different emergency exits in the case of an accidents. Mwajiri wangu anatoa mafunzo ya kutosha juu ya usalama na afya na anahakikisha kwamba wafanyakazi wanafahamu madhara ya kiafya na njia tofauti za dharura panapotokea ajali	😊	<input type="checkbox"/>	<input type="checkbox"/>
I am treated the same even if I file a health and safety complaint or provide information/evidence to a Labour Inspector. Ninachukuliwa sawa hata kama nikifungua malalamiko ya afya na usalama au kutoa ushahidi kwa Mkaguzi wa Kazi	😊	<input type="checkbox"/>	<input type="checkbox"/>
My workplace is visited by the Labour Inspectors at least once a year to ensure compliance of labour laws at my workplace. Mahali pangu pa kazi panatembelewa na Wakaguzi wa Kazi angalau mara moja kwa mwaka kuhakikisha uzingatiji wa sheria za kazi katika mahali pa kazi	😞	<input type="checkbox"/>	<input type="checkbox"/>

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07/12 Work and Sickness Kazi na Ugonjwa	NR	YES NDIYO	NO HAPANA
If I fall ill, I get my wages for at least the first 6 months of my illness. Under Kenyan Law, a Nikumwa napata mshahara wangu kwa angalau miezi 6 ya mwanzo ya kuumwa kwangu	☹️	<input type="checkbox"/>	<input type="checkbox"/>
My employment is secure during the first 6 months of my illness Ajira yangu itakuepo kwa kipindi cha miezi sita ya mwanzo ya kuumwa kwangu	☹️	<input type="checkbox"/>	<input type="checkbox"/>
I get adequate compensation in the case of an occupational accident or occupational disease Napata fidia ya kutosha inapotokea nimepata ajali kazini au magonjwa yahusianayo na	😊	<input type="checkbox"/>	<input type="checkbox"/>
I am treated equally in employment opportunities (appointment, promotion, training and Napata haki sawa katika fursa za kazi (kuteuliwa, kupandishwa cheo, mafunzo na	😊	<input type="checkbox"/>	<input type="checkbox"/>
08/12 Social Security Hifadhi ya Jami	NR	YES NDIYO	NO HAPANA
I am entitled to a pension when I turn 55 Ninastahili pensheni ninapofikisha miaka 60	😊	<input type="checkbox"/>	<input type="checkbox"/>
When I, as a worker, die, my next of kin/survivors get some benefit Mimi kama mfanyakazi ninapokufa je watu wangu wa karibu wanapata mafao,	😊	<input type="checkbox"/>	<input type="checkbox"/>
I get unemployment benefit in case I lose my job <i>In Tanzania, this Survivor Pension is 100% of the pension worker would have been getting</i> Mimi kama mfanyakazi ninapokufa je watu wangu wa karibu wanapata mafao, Kwa Tanzania, mafao ya watu wa karibu ni asilimia 100% ya pensheni ambayo mfanyakazi	☹️	<input type="checkbox"/>	<input type="checkbox"/>
I get unemployment benefit in case I lose my job Napata mafao ya kutokua na ajira inapotokea nimepoteza kazi yangu	😊	<input type="checkbox"/>	<input type="checkbox"/>
I have access to adequate medical services in case of an illness Ninapata huduma za kutosha za kiafya inapotokea ninaumwa			
I have access to invalidity benefit in case I am disabled due to an occupational accident Ninapata mafao ya kuumia kazini inapotokea nimekua mlemavu kutokana na ajali sehemu	😊	<input type="checkbox"/>	<input type="checkbox"/>
09/12 Fair Treatment at my Work Usawa Mahali pa Kazi	NR	YES NDIYO	NO HAPANA
My employer ensure equal pay for equal/similar work without any discrimination Mwajiri wangu anahakikisha malipo sawa kwa kazi zinazofanana bila ubaguzi	😊	<input type="checkbox"/>	<input type="checkbox"/>
My employer take strict action against sexual harassment at workplace Mwajiri wangu anachukua hatua kali dhidi ya unyanyasaji wa kijinsia mahali pa kazi	😊	<input type="checkbox"/>	<input type="checkbox"/>
Do I get equal training opportunities for career development without any discrimination Napata fursa sawa za mafunzo kwa ajili ya maendeleo ya kazi yangu bila ubaguzi	😊	<input type="checkbox"/>	<input type="checkbox"/>
I am treated the same even if I file a complaint for unfair treatment or sexual harassment Ninachukuliwa sawa hata kama nitatoa malalamiko juu ya kutokua na usawa au unyanyasaji wa kijinsia	😊	<input type="checkbox"/>	<input type="checkbox"/>

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10/12 Children at Work Watoto Kazini	NR	YES NDIYO	NO HAPANA
In my workplace, children under 14 are forbidden <i>Minimum age for employment is 13 years.</i> Watoto chini ya miaka 14 hawatakiwi mahali pangu pa kazi <i>Umri wa chini kuajiriwa ni miaka 14</i>	☺	<input type="checkbox"/>	<input type="checkbox"/>
In my workplace, children under 18 are forbidden for hazardous work <i>Minimum age for employment in hazardous work is 18 years</i> Katika mahali pangu pa kazi watoto chini ya miaka 18 hawaruhusiwi kufanya kazi <i>zenye madhara, umri wa chini wa kuajiriwa katika ajira zenye madhara ni miaka 18</i>	☺	<input type="checkbox"/>	<input type="checkbox"/>
11/12 Forced Labour Ajira ya Lazima	NR	YES NDIYO	NO HAPANA
I have the right to terminate employment at will or after serving a notice Nina haki ya kusitisha ajira kwa hiari au baada ya kutoa notisi	☺	<input type="checkbox"/>	<input type="checkbox"/>
I keep my educational and identity documents in my own custody Naweka hati zangu za elimu na utambulisho chini ya uangalizi wangu	☹	<input type="checkbox"/>	<input type="checkbox"/>
I get my wages regularly even when I have not yet paid back the loan my employer gave me Napata mishahara yangu kama kawaida hata kama bado sijarudisha mkopo niliopewa na mwajiri	☺	<input type="checkbox"/>	<input type="checkbox"/>
My employer keeps my workplace free of forced or bonded labor Mwajiri wangu amefanya mahali pa kazi kua hakuna kazi za lazima wala kazi za kujifunga au kuwekwa dhamana	☺	<input type="checkbox"/>	<input type="checkbox"/>
When I work overtime, I work only 12 hours overtime in a two week period and with due overtime compensation Ninapofanya kazi saa za ziada ninafanya kwa saa 12 tu za ziada katika kipindi cha wiki mbili na kubaki na deni la fidia ya saa ya ziada	☺	<input type="checkbox"/>	<input type="checkbox"/>
12/12 Trade Union Rights Haki za Chama Cha Wafanyakazi	NR	YES NDIYO	NO HAPANA
I have a labour union at my workplace Nina chama cha wafanyakazi katika mahali pangu pa kazi have a labour union at my workplace	☺	<input type="checkbox"/>	<input type="checkbox"/>
I have the right to join a union at my workplace Nina haki ya kujiunga na chama cha wafanyakazi katika mahali pangu pa kazi	☺	<input type="checkbox"/>	<input type="checkbox"/>
I can be a union member and participate in union activities outside working hours without the facing any negative consequences for that Ninaweza kua mwanachama wa chama cha wafanyakazi na kuhudhuria katika shughuli za chama nje ya muda wa kazi bila ya madhara yoyote	☺	<input type="checkbox"/>	<input type="checkbox"/>
My employer allows collective bargaining at my workplace. Mwajiri wangu anakubali makubaliano ya pamoja katika mahali pangu pa kazi	☺	<input type="checkbox"/>	<input type="checkbox"/>

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Results

Your personal score tells how much your employer live up to national legal standards regarding work. To calculate your DecentWorkCheck, you must accumulate 1 point each YES answer marked. Then compare it with the values in Table below.

Hesabu zako zinakuonyesha ni kwa kiasi gani mwajiri anafuata viwango vya sheria ya nchi zinazohusu kazi. Kukokotoa DecentWorkCheck yako ni lazima ukusanye pointi 1 kwa kila jibu lenye NDIO kisha ulinganishe na thamani katika jedwali hapo chini

* On Work and Holidays, only 3 or 4 weeks is equivalent to 1 "YES".

* **Katika Kazi na Sikukuu, wiki 3 au 4 pekee ndio sawa na NDIO 1.**

..... is your amount of "YES" accumulated.
ni kiwango chako cha NDIO ulizokusanya.

Tanzania scores 40 times "YES" on 48 questions related to International Standards.

Tanzania imepata NDIO mara 40 katika maswali 48 yahasuyo viwango vya kimataifa

- If your amount is between 1 - 16
Kama kiasi chako ni kati ya 1-16

This score is unbelievable! Does your employer know we live in the 21st century? As soon as you can, quit that job. If there is a union active in your company or branch of industry, join it and appeal for help.

Alama hizi ni hatari! Mwajiri wako anajua tunaishi kwenye karne ya 21? Mapema iwezekanavyo acha iyo kazi na kama kuna chama cha wafanyakazi katika kampuni yako au tawi juunge na uombe msaada

- If your amount is between 17 - 32
Kama kiasi chako ni kati ya 17-32

As you can see, there is ample room for improvement. But please don't tackle all these issues at once. Start where it hurts most. In the meantime notify your union, Wage Indicator or the ILO about your situation, so they may help to improve it. When sending an email to www.Mywage.org/Kenya or www.Africapay.org/Kenya please be specific about your complaint and if possible name your employer as well. Also, try and find out if your company officially adheres to a code known as Corporate Social Responsibility. If they do, they should live up to at least ILO standards. If they don't adhere to such a code yet, they should. Many companies do by now. You may bring this up.

Kama unavyoona bado kuna nafasi ya kuboresha mambo. Tafadhali usikabili masuala yote haya kwa wakati mmoja. Anza pale panapoumiza zaidi. Kwa wakati huu wataarifu chama chako, WageIndicator au Shirika la Kazi la Kimataifa (ILO) juu ya hali yako ili wakusaidie kuboresha. Wakati unatuma barua pepe kwa www.Mywage.org/Tanzania au www.Africapay.org/Tanzania tafadhali bainisha malalamiko yako na kama inawezekana mtaje mwajiri wako vile vile. Pia jaribu kufahamu kama kampuni yako inakubaliana rasmi na muongozo ujulikanayo kama (Corporate Social Responsibility). Kama wanayo ni muhimu ikawa sawa na viwango vya ILO. Kama hawakubaliani na muongozo kama huo ni muhimu wakakubaliana nao. Kampuni nyingi zinafanya ivyo kwa sasa. Unaweza kuchokoza mada hii

- If your amount is between 33 - 48
Kama kiasi chako ni kati ya 33-48

You're pretty much out of the danger zone. By and large your employer seems to abide by existing labour laws and regulations. But there is always room for improvement. So next time you talk to management about your work conditions, prepare well and consult this DecentWorkCheck as a checklist.

Hapa uko nje ya eneo la hatari. Kwa kiasi kikubwa mwajiri wako anafuata sheria na kanuni za kazi. Lakini kuna nafasi ya kuboresha siku zote. Hivyo wakati mwingine unapoongea na uongozi kuhusu hali yako ya kazi jandae vizuri na rejea kwenye hii DecentWorkCheck kama muongozo

About Decent Work - Kuhusu Kazi za Staha

Decent means how your work should be. Compare your own situation with the international standards and how they are applied in Tanzania. At the end of the checklist you will see how things stand for you. You may be better off than what the international standards prescribe, but you should not be off worse. Behind every answer you can find a short explanation of what your rights are, internationally and nationally. So you see right away if you can improve your situation. And we give some tips on how to go about it.

Staha maana yake ni namna kazi yako inavyotakiwa kua. Linganisha hali yako uliyonayo na viwango vya kimataifa na namna vinavyotumika Tanzania. Mwisho wake utaona namna gani hali yako ipo. Unaweza kua vizuri zaidi ya viwango vya kimataifa vinavyosema, lakini hautakiwi kua vibaya. Katika kila jibu unaweza kupata maelezo mafupi juu ya haki zako kitaifa na kimataifa. Hivyo unaweza kuona njia muafaka kama utaboresha hali yako. Na tunatoa muongozo jinsi ya kufanya hivyo.

The international standards are laid down in ILO-Conventions. The ILO is the International Labour Organization of the United Nations, since 1919. In the ILO negotiations are going on between governments of the member states, national trade unions and employers associations regarding work related issues, labour law and social security. These negotiations may take years, but eventually lead to so called Conventions. In Conventions minimum standards are laid down. Conventions are not the law, but the intention is that member states subscribe to the standard in question. The proper way to do that is have these Conventions ratified by parliament and then make national laws. National law can be enforced. Most ILO-Conventions are accompanied by Recommendations on how to implement the standards. Check the standards.

Viwango vya kimataifa vinaelezewa katika azimio la ILO. ILO ni Shirika la Kazi la Kimataifa la Umoja wa Mataifa tangu 1919. Ndani ya Shirika la Kazi la Kimataifa majadiliano yanaendelea kati ya Serikali za nchi wanachama, vyama vya wafanyakazi vya kitaifa na vyama vya waajiri kuhusiana na masuala yahasuyo kazi, sheria za kazi na hifadhi ya jamii. Majadiliano haya yanaweza kuchukua miaka lakini mwishowe hupelekea kupatikana maazimio. Maazimio haya huweka viwango vya chini. Maazimio sio sheria lakini yanadhuni la kufanya nchi wanachama kutekeleza viwango hivyo. Njia muafaka ya kufanya ivyo ni kuhakikisha haya maazimio yanaidhinishwa na bunge na kisha kutengeneza sheria ya nchi. Sheria za nchi zinaweza kulazimishwa/kushurutishwa. Maazimio mengi ya ILO yanaambatana na mapendekezo ya utekelezaji. Tizama viwango hivyo.

Since 1999 the ILO works according to the so called Decent Work Agenda. In the meantime the Decent Work Agenda has been widely accepted as an important strategy to fight poverty and foster development. The Agenda has been incorporated in the Millennium Development Goals of the United Nations. In short the idea behind Decent Work is first of all an income which allows the working individual a good life. Moreover, at work everybody has an equal chance to develop themselves, there are proper and safe circumstances and discrimination does not occur. Trade unions are allowed, a real say in work related matters is in place and the state created a social safety net for the sick, weak, elderly and for expecting women. With the Decent Work Agenda the ILO and the UN address governments and the social partners.

Tangu 1999 Shirika la Kazi la Kimataifa limekua likifanya kazi kulingana na kile kijulikanacho kama Ajenda ya Kazi za Staha. Kwa wakati huu Ajenda ya Kazi za Staha imekubalika kwa kiasi kikubwa kama mkakati muhimu kupambana dhidi ya umasikini na kukuza maendeleo. Ajenda hii pia imeunganishwa katika Malengo ya Maendeleo ya Milenia ya Umoja wa Mataifa. Kwa kifupi kazi za staha kwanza kabisa ni kipato kinachomruhusu mfanyakazi kua na maisha bora. Katika mahali pa kazi kila mmoja ana nafasi sawa ya kujiendeleza, na kuna mazingira salama na ya uhakika kuhakikisha ubaguzi hautokei. Vyama vya wafanyakazi vinaruhusiwa kushiriki katika masuala yahasuyo kazi, na nchi iweke usalama wa kijamii kwa wagonjwa, watu dhaifu, wazee na wanawake wanaotegemea kujifungua. Kupitia Ajenda ya Kazi za Staha Shirika la Kazi la Kimataifa na Umoja wa Mataifa linalenga serikali na washiriki wa kijamii.

The Decent Work Check makes the pretty abstract Conventions and legal texts tangible. Because in the end you want to know what your rights on the job mean in practice, what you may claim and what protection you are entitled to in case something unexpectedly does go wrong.

Kipimo cha Kazi za Staha kinawezesha maazimio yasiyo rasmi na sheria kua dhahiri. Kwasababu mwisho wa siku unahitaji kujua haki zako kazini zinamaanisha nini kwa vitendo, yale unayoweza kudai na ulinzi unaostahili pale kitu kibaya kisichotegemewa kinatokea.

01/12 | Work and Wages - Kazi na Mishahara

Regulations on work and wages - Kanuni za kazi na mishahara

Part V of Labour Institutions Act, No.7 of 2004(through Regulation of Wages and terms of Employment Order (The Wage Order) Employment and Labour Relations Act, No. 6 of 2004

Sehemu ya V ya Sheria za Taasisi za Kazi, Na. 7 ya 2004 (kupitia kanuni ya Mishahara na agizo la vigezo vya Ajira (Agizo la Mishahara)

Sheria ya Ajira na Mahusiano ya Kazi, Na. 6 ya 2004

Minimum wage - Kima cha chini cha Mishahara

The minimum wage rate ranges between TSH 70,000 to 350,000 is for workers in different sectors. The wage rates are determined by Wage Boards constituted in accordance with Labor Institutions Order 2007.

Kiwango cha kima cha chini cha mishahara ni kati ya TSH 70,000 hadi 350,000 kwa wafanyakazi katika sekta tofauti tofauti. Viwango hivi vinaamuliwa na Bodi za Mishahara zinazoundwa kulingana na agizo la Taasisi za Kazi 2007

Regular pay - Malipo ya kawaida

The Employment and Labour Relations Act 2004 regulates the payment of wages to all classes of workers. According to Section 26 of the Act, wages can be calculated on hourly, daily, weekly or monthly basis. Section 27 requires that employer should pay the employee his wages during the working hours at the place of work on agreed pay day in a sealed envelope if payment is made in cash or through check.

Sheria ya Ajira na Mahusiano ya Kazi ya 2004 inadhhibi malipo ya mishahara kwa wafanyakazi wa madaraja yote.

Kutokana na kipengele cha 26 cha sheria mishahara inaweza kukokotolewa katika misingi ya kwa saa, siku, wiki au mwezi. Kipengele cha 27 kinamuhitaji mwajiri kumlipa mfanyakazi mshahara wake katika muda wa kazi na katika mahali pa kazi kwa siku walizokubaliana za malipo katika bahasha iliyofungwa kama malipo yanafanywa kwa fedha taslimu au

Overtime compensation - Fidia ya Saa za ziada

In accordance with the section 19 of Employment and Labour Relations Act,2004;employees can be required to work 6 days a week. The daily and weekly normal working hours are 9 and 45 hours respectively. if a worker works beyond the stipulated working hours, he is entitled to an overtime pay that is one and a half time (1.5 of X) the rate of his ordinary pay.

Kutokana na kipengele cha 19 cha Sheria ya Ajira na na Mahusiano ya Kazi ya 2004; mfanyakazi anaweza kuhitajika kufanya kazi siku 6 za wiki. Saa za kawaida za kufanya kazi kwa siku na kwa wiki ni saa 9 na saa 45. Kama mfanyakazi atafanya kazi zaidi ya muda ulioanishwa basi atastahili kulipwa malipo ya saa za ziada ambayo ni moja na nusu (1.5 ya X) ya kiwango cha malipo yake ya kawaida.

02/12 | Annual Leave and Working on We - Likizo ya Mwaka na Kufanya Kazi siku za wiki na Sikukuu za Kitaifa

Regulations on work and holidays - Kanuni za kazi na sikukuu za mapumziko

Employment and Labour Relations Act, No. 6 of 2004

Sheria ya Ajira na Mahusiano ya Kazi, Na. 6 ya 2004

Paid holiday - Malipo ya likizo

An employee is entitled to 28 days paid annual leave, after completion of 12 months of continuous service (section 33, sub-part D of Part III) Casual Leave is not allowed under the Act.

Mfanyakazi anastahili siku 28 za likizo ya mwaka zenye malipo, baada ya kumaliza miezi 12 mfululizo ya kufanya kazi (kipengele cha 33, sehemu ndogo D ya sehemu ya III) likizo ya kawaida haitambuliki na sheria.

Pay on holiday - Malipo ya siku za sikukuu kitaifa

Workers are entitled to paid Festival (public and religious) holidays. Festival holidays are announced by Tanzania Government (usually 17 in number). The public holidays are regulated under the Public Holidays Act.

Wafanyakazi wanastahili malipo katika sikukuu za kitaifa na za kidini. Sikukuu hizi hutangazwa na Serikali ya Tanzania (kawaida ziko 17). Sikukuu hizi za kitaifa zinadhhibitiwa chini ya sheria ya sikukuu za kitaifa.

Compensation holidays - Fidia ya Likizo

Workers can be asked to work on Festival/Public Holidays. The law does not provide for compensatory holidays. If an employee works on a public holiday, he is paid at double the rate of his basic wages for each hour worked.

Wafanyakazi wanaweza kuombwa kufanya kazi katika sikukuu za kitaifa na kidini. Sheria haitoi fidia ya likizo. Kama mfanyakazi atafanya kazi katika siku hizi atalipwa mara mbili ya mshahara wake kwa kila saa atakalofanya kazi.

Weekend work compensation - Fidia ya kufanya kazi siku za mwisho wa wiki

Under Employment and Labour Relations Act, No. 6 of 2004 (section 34), workers are allowed to enjoy in every period of seven days a period of rest comprising 24 consecutive hours, of his basic wages for each hour worked. If a worker is made to work on weekly holiday, he has to be paid at double the rate of his basic wages for each hour worked.

Chini ya Sheria ya Ajira na Mahusiano ya Kazi, Na. 6 ya 2004 (kipengele cha 34), wafanyakazi wanaruhusiwa kupata mapumziko ya saa 24 mfululizo kwa kila kipindi cha siku saba na mshahara wake kwa kila saa alilofanya kazi. Kama mfanyakazi atafanya kazi siku za mapumziko atalipwa mara mbili ya kiwango cha mshahara wake kwa kila saa alilofanya kazi.

03/12 | Employment Conditions - Masharti ya Ajira

Regulations on employment conditions - Kanuni za masharti ya ajira*Employment and Labour Relations Act, No. 6 of 2004***Sheria ya Ajira na Mahusiano ya Kazi, Na.6 ya 2004****Written Contract - Mkataba wa maandishi**

Tanzania Labor Law requires that employees would be provided written statement of particulars at the start of employment.

Sheria ya kazi ya Tanzania inasema mfanyakazi atapewa taarifa ya maelezo kwa maandishi anapoanza ajira yake**Fixed Term Contracts - Mkataba wa kipindi cha muda usiotajwa**

Tanzania Labor Law prohibits fixed term contracts for tasks of permanent nature.

Sheria ya kazi ya Tanzania inakataza mkataba wa kudumu kwa kazi ya kudumu**Severance Pay - Malipo ya Kiinua mgongo**

Severance Pay in Tanzania is equal to 7 days basic wage for each completed year of employment. However, it is not payable if an

Malipo ya kiinua mgongo kwa Tanzania ni sawa na mshahara wa siku 7 kwa kila mwaka wa ajira uliokwisha. Hata hivyo

04/12 | Family Responsibilities - Mahitaji ya Kifamilia

Regulations on work and care for children at school**Kanuni za kazi na kujali watoto waliopo shuleni****School holidays - Likizo za shule**

There is no specific legislation in this respect.

Hakuna sheria maalumu inayoelezea hili suala.**Equal opportunities of parents - Fursa sawa za wazazi**

Employment and Labour Relations Act, No. 6 of 2004 provides that workers will not be discriminated on the basis of marital status or family responsibilities.

Sheria ya Ajira na Mahusiano ya Kazi, Na. 6 ya 2004 inaeleza kwamba wafanyakazi hawatabaguliwa kutokana na hali zao za kindoa ama majukumu ya kifamilia.

05/12 | Maternity and Work - Uzazi na Kazi

Regulations on maternity and work - Kanuni za uzazi na kazi*Employment and Labour Relations Act, 2004***Sheria ya Ajira na Mahusiano ya Kazi, 2004***National Social Security Fund Act, 1997***Sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1997****Free medical care - Huduma bure za afya**

In accordance with the law, a woman is entitled to prenatal confinement and post-natal medical care, if she is entitled to maternity benefit under section 45 of National Social Security Fund Act, 1997.

Kutokana na sheria, mwanamke anastahili huduma za kiafya za kabla na baada ya kujifungua, kama anastahili mafao ya kujifungua chini ya kipengele cha 45 cha sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii. 1997**No harmful work - Hakuna madhara kazini**

In accordance with section 33 of Employment and Labour Relations Act, 2004, no employer can require a pregnant employee or an employee who is nursing her child to perform some work that is hazardous to that employee's health or the child's health.

Kutokana na kipengele cha 33 cha Sheria ya Ajira na Mahusiano ya Kazi ya 2004, mwajiri haruhusiwi kumuhitaji mfanyakazi mwenye ujauzito au mwenye kunyonyesha kufanya kazi zenye madhara kwa afya ya mfanyakazi au mtoto.**Maternity leave - Likizo ya uzazi**

Female employees are entitled to a at least twelve weeks (84 days) of maternity leave with full pay. Maternity Leave is at least 100 days when an employee gives birth to more than one child at the same time.

Wafanyakazi wa kike wanastahili angalau wiki 12 (siku 84) za likizo ya uzazi na malipo kamili. Likizo ya uzazi ni angalau siku 100 pale mfanyakazi anapojifungua mtoto zaidi ya mmoja kwa wakati mmoja.**Income - Kipato**Under Employment and Labour Relations Act, No. 6 of 2004 (section 34) , workers are allowed to enjoy in every period of seven days a period of rest comprising 24 consecutive hours, of his basic wages for each hour worked. If a worker is made to work on **Chini ya Sheria ya Ajira na Mahusiano ya Kazi, Na. 6 ya 2004 (kipengele cha 34), wafanyakazi wanaruhusiwa kupata mapumziko ya saa 24 mfululizo kwa kila kipindi cha siku saba na mshahara wake kwa kila saa alilofanya kazi. Kama mfanyakazi atafanya kazi siku za mapumziko atalipwa mara mbili ya kiwango cha mshahara wake kwa kila saa alilofanya kazi.**

06/12 | Health and Safety at Work - Afya na usalama mahali pa kazi**Regulations on health and work - Kanuni za afya na kazi***Occupational Health and Safety Act, 2003**Sheria ya Usalama na Afya mahali pa Kazi, 2003***Employer cares - Kujali wafanyakazi**

Chapter 95 of Occupational Health and Safety Act, 2003 makes it obligatory on the employer to provide for health, safety and welfare at work of all his employees and rehabilitations of affected employees.

Sura ya 95 ya Sheria ya Usalama na Afya mahali pa Kazi, 2003 imemlazimu mwajiri kuhakikisha usalama, afya na ustawi mahali pa kazi kwa wafanyakazi wote na kurudisha afya ya wafanyakazi waliodhurika

Free protection - Ulinzi wa bure

The places where toxic materials or substances are produced, handled or stored, the Chief Inspector can require the employer to provide additional bathing facilities including showers, arrange periodical examination by a recognized health institution and provide additional protective clothing.

Sehemu ambapo vitu vyenye sumu vinazalishwa, kuwekwa au kuhifadhiwa, Mkaguzi mkuu anweza kumtaka mwajiri atoe ziada ya vifaa vya kuogea na kupanga uchunguzi wa mara kwa mara na taasisi ya afya inayotambulika na kutoa nguo za ziada za kujikinga

Training - Mafunzo

In accordance with section 95 of the Occupational Health and Safety Act, 2003, it is the responsibility of an employer to provide instruction, training and supervision as is necessary to ensure health and safety at work of his employees.

Kutokana na kipengele cha 45 cha sheria ya Usalama na Afya mahali pa kazi, 2003, ni jukumu la mwajiri kutoa maelekezo, mafunzo na uangalizi kama utakavyoitajika kuhakikisha afya na usalama wa wafanyakazi kazini.

Complaints - Malalamiko

In accordance with section 102 of above Act, It is unlawful for your employer to victimize you when you give evidence about an imminently or actually dangerous situation on the job.

Kutokana na kipengele cha 102 cha sheria tajwa hapo juu, ni kinyume cha sheria kwa mwajiri kumtisha mfanyakazi kwa sababu ya kutoa ushahidi juu ya hali ya hatari mahali pa kazi

07/12 | Work and Sickness - Kazi na Magonjwa**Regulations on Work and Sickness - Kanuni za Kazi na Magonjwa***Employment and Labour Relations Act, 2004**Sheria ya Ajira na Mahusiano ya Kazi, 2004**National Social Security Fund Act, 1997**Sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1997***Income when sick - Kipato wakati wa kuumwa**

Every worker certified by a medical practitioner is entitled to paid sick leave (sickness benefit) for a period of 126 days (in a leave cycle of 36 month). For the first 63 days, full wages are paid and for the remaining 63 days, only half wages are paid.

Kila mfanyakazi ana haki ya likizo ya kuumwa yenye malipo baada ya kuidhinishwa na daktari kwa kipindi cha siku 126 (katika mzunguko wa likizo). Kwa siku 63 za kwanza atalipwa mshahara kamili na siku 63 nyingine atalipwa nusu ya mshahara wake.

Minimum income - Kipato cha chini

The sickness benefit (for a period of 126 days) requires the employer to pay 100% of wages last drawn during the first 63 days while for the second 63 days, an employer has to pay 50% of the wages last drawn by sick employee.

Mafao ya kuumwa (kwa siku 126) yanamuhitaji mwajiri kulipa 100% ya mshahara kwa kipindi cha siku 63 za mwanzo wakati kwa siku 63 zilizobaki mwajiri atahitajika kulipa 50% ya mshahara wa mwisho kulipwa mfanyakazi anaeumwa

Job security - Ulinzi wa kazi

As per section 102 of Occupational Health and Safety Act, 2003, an employer can't dismiss a worker during his/her period of sickness, occupational disease, maternity, injury or medical care.

Kutokana na kipengele cha 102 cha sheria ya Afya na Usalama mahali pa kazi, 2003, mwajiri hawezi kumfukuza mfanyakazi kazi katika kipindi cha kuumwa, magonjwa yatokanayo na kazi, uzazi, kuumia au matibabu

Disability benefit - Mafao ya ulemavu

According to National Social Security Fund Act, 1994, in the case of temporary disablement, an insured worker after certification from medical board, can get temporary disablement benefit as 60% of his average daily earning for a total period of 26 weeks. In the case of permanent disablement, the amount payable is 70% of average daily earning for the total period of disability.

Kutokana na sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1994, inapotokea ulemavu wa muda, mfanyakazi mwenye bima anaweza kupata mafao ya ulemavu kama 60% ya wastani wa kipato chake cha kila siku kwa kipindi cha wiki 26 baada ya uthibitisho wa bodi ya madaktari . Katika hali ya ulemavu wa moja kwa moja kiasi kinacholipwa ni 70% ya wastani wa kipato chake cha kila siku kwa kipindi chote cha ulemavu.

Discrimination on the basis of disease or disability - Ubaguzi katika misingi ya magonjwa au ulemavu

In accordance with section 7(4) of above Act, a person can't be discriminated on the basis of a disease (like HIV/AIDS) or disability.

Kutokana na kipengele cha 7 94) cha sheria tajwa hapo juu, mtu hawezi kubaguliwa katika misingi ya magonjwa (kama HIV/AIDS) au ulemavu.

08/12 | Social Security - Hifadhi ya Jamii**Regulations on social security - Kanuni za hifadhi ya jamii***National Social Security Fund Act, 1997*

- Sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1997

Pension rights - Haki ya pensheni

National Social Security Fund Act, 1997 provides for three types of pensions. Old Age Pension, Invalidity Pension and Survivors

Sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1997 inatoa aina tatu za pensheni. Pensheni ya uzeeni, Pensheni ya kuumia kazini na Pensheni ya watu wa karibu/ wategemezi**Dependent's benefit - Mafao ya wategemezi**

National Social Security Fund Act, 1997 provides for survivor pension (these include widow, widower, children and parents)

Sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1997 inaeleza juu ya pensheni ya wategemezi (inajumuisha wajane wa kike na kiume, watoto na wazazi)**Unemployment benefit - Mafao ya kutokua na kazi**

No provision in law for the unemployment insurance and benefits.

Sheria haijieleza chochote juu ya bima na mafao ya kutokua na kazi**Medical care - Huduma za matibabu**

Social Security Fund Act, 1997 provides for health insurance of an insured worker, spouse and upto four children

Sheria ya Mfuko wa Taifa wa Hifadhi ya Jamii, 1997 inaeleza juu ya bima ya afya ya mfunyakazi mwenye bima, mke au mume na watoto wasiozidi wanne**Invalidity Benefit - Mafao ya kuumia kazini**

Social Security Fund Act, 1997 provides for invalidity benefit in the case of occupational accident resulting into invalidity.

Sheria ya Mfuko wa Taifa wa hifadhi ya Jamii, 1997 inaeleza juu ya mafao ya kuumia kazini katika mazingira ya ajali zitokanazo na kazi zinazopelekea kuumia**09/12 | Fair Treatment at my Work - Usawa mahali pa kazi****Regulations on fair treatment at work - Kanuni za usawa mahali pa kazi***The Constitution of the United Republic of Tanzania***Katiba ya Jamhuri ya Muungano wa Tanzania***Employment and Labor Relations Act, 2004***Sheria ya Ajira na Mahusiano ya Kazi, 2004****Equal pay - Malipo Sawa**

In accordance with article 12 and 13 of the Constitution of Tanzania, all human being are born equal and are equal before the law. The Constitution also recognizes the right to work and the right to just remuneration. It does not differentiate between women and men on the grounds of color, nationality, tribe or place of origin, race, national extraction, social origin, political opinion or religion, sex, gender, pregnancy, marital status or family responsibility, disability, HIV/aids, age or station of life. The Employment and Labor Relations Act, 2004 also requires every employer to take steps for ensuring that men and women workers are paid equally for work of equal value (section 7).

Kwa kuzingatia makala ya 12 na 13 ya Katiba ya Jamhuri ya Muungano wa Tanzania, binadamu wote wamezaliwa sawa na wako sawa mbele ya sheria. Katiba pia inatambua haki ya kufanya kazi na haki ya kulipwa ujira. Katiba pia haitofautishi kati ya wanaume na wanawake katika misingi ya rangi, utaifa, kabila au mahali ulipozaliwa, asili ya kijamii, mtazamo wa kisiasa au dini, jinsia, ujauzito, hali ya ndoa au majukumu ya kifamilia, ulemavu, HIV/AIDS, umri au mahali unapoishi. Sheria ya Ajira na Mahusiano ya Kazi, 2004 inamuhitaji mwajiri kuhakikisha kwamba wanaume na wanawake wanalipwa sawa kwa kazi zenye thamani sawa (kipengele cha 7)**Training opportunities - Fursa za Mafunzo**

There is no specific provision on training opportunities in the law however Constitution recognizes "right to education and training" as the fundamental right.

Hakuna kipengele maalumu kinachoelezea fursa za mafunzo katika sheria, hata hivyo Katiba inatambua "haki ya elimu na kujifunza" kama haki ya msingi**Freedom to complain - Haki ya kulalamika**

There is no clear provision in the law however by covering a large number of discrimination ground, it seems that the law will protect those who file complaint against their employers.

Hakuna kipengele maalumu katika sheria, hata hivyo kwa kugusia kiasi kikubwa cha misingi ya ubaguzi inaonekana sheria itawalinda wale wenye kufungua malalamiko dhidi ya mwajiri

10/12 | Children at Work - Watoto Makazini**Employment and Labor Relations Act, 2004 - Sheria ya Ajira na Mahusiano ya Kazi, 2004****Children under 15 - Watoto chini ya miaka 15**

In accordance with provisions of this Act, a child under the age of 14 years can't be employed. For hazardous occupations, age is set at 18 years.

Kutokana na maelezo ya sheria hii, mtoto chini ya umri wa miaka 14 hawezi kuajiriwa. Kwa kazi zenye madhara umri wa chini wa chini ni miaka 18

11/12 | Forced Labour - Kazi za Lazima**Regulations on forced labour - Kanuni za kazi za lazima**

Employment and Labor Relations Act, 2004

Sheria ya Ajira na Mahusiano ya Kazi, 2004

Freedom to change jobs - Uhuru wa kubadilisha kazi

Article 25 of the Constitution prohibits all forms of forced labour. The Act also prohibits all forms of forced or bonded labor. Any person who procures, demands or imposes forced labour, commits an offence.

Makala ya 25 ya Katiba inakataza aina zote za kazi ya kulazimishwa. Sheria pia inakataza aina zote za kazi za lazima au kazi za kuwekwa dhamana. Mtu yeyote anae nunua, kuhitaji au kumlazimisha mtu kufanya kazi anafanya makosa

No passport of ID - Vitambulisho

There is no provision in legislation about who keeps a worker's passport or ID; he himself or employer.

Hakuna vielelezo katika sheria kuhusu nani anaeweka kitambulisho au hati ya kusafiria ya mfanyakazi; kama ni mfanyakazi mwenyewe ama mwajiri

Pay back loan - Marejesho ya Mkopo

The above Act provides that employer can deduct, from the wages of an employee, on account of payable debt.

Sheria tajwa hapo juu inaeleza kwamba mwajiri anaweza kukata kutoka katika mshahara wa mfanyakazi kwa kuzingatia malipo ya mkopo

12/12 | Trade Union Rights - Haki za vyama vya wafanyakazi**Regulations on trade unions - Kanuni za vyama vya wafanyakazi**

Employment and Labor Relations Act, 2004

Sheria ya Ajira na Mahusiano ya Kazi, 2004

Freedom of collective bargaining - Uhuru wa makubaliano ya pamoja

Article 20 of the Constitution provides for freedom of association. Employment and Labor Relations Act, 2004 allows for collective bargaining in all enterprises.

Makala ya 20 ya Katiba inaeleza juu ya uhuru wa kujiunga. Sheria ya Ajira na Mahusiano ya Kazi, 2004 inaruhusu makubaliano ya pamoja katika aina zote za biashara

Freedom to join a union and outside working hours participate in union activities - Uhuru wa kujiunga na chama na kujihusisha na shughuli za chama nje ya muda wa kazi

Article 20 of the Constitution provides for Freedom of Association while section 9 of Employment and Labor Relations Act allows the workers and employer to establish, join unions. Moreover workers are allowed to participate in union activities outside working hours.

Makala ya 20 ya Katiba inaeleza juu ya uhuru wa kujiunga wakati kipengele cha 9 cha Sheria ya Ajira na Mahusiano ya Kazi inaruhusu wafanyakazi na mwajiri kuanzisha, kujiunga na vyama. Zaidi ya hayo wafanyakazi wanaruhusiwa kushiriki katika shughuli za vyama nje ya muda wa kazi

01/12 | Work and Wages - Kazi na Mishahara

ILO Conventions on work and wages - **Maazimio ya ILO juu ya kazi na mishahara:**

*Minimum wage: Convention 131 (1970) - **Kima cha chini cha mishahara: Azimio la 131 (1970)***

*Regular pay: Conventions 95 (1949) and 117(1962) - **Malipo ya kawaida: Azimio la 95 (1949) na 117 (1962)***

*Compensation overtime: Conventions 47 (1935) and 106 (1957) - **Fidia ya saa za ziada: Azimio la 47 (1935) na 106 (1957)***

Tanzania has ratified Conventions 95 and 131.

Tanzania imeidhinisha Azimio la 95 na 131

Minimum wage - Kima cha chini cha mshahara

The minimum wage must cover the living expenses of the employee and his/her family members. Moreover it must relate reasonably to the general level of wages earned and the living standard of other social groups.

Kima cha chini cha mshahara kinakidhi gharama za maisha ya mfanyakazi na wanafamilia wake. Vile vile ni lazima kiendane na kiwango cha mishahara na kiwango cha maisha cha makundi mengine ya kijamii

Regular pay - Malipo ya kawaida

Wages must be paid regularly.

Mishahara ni lazima ilipwe kwa kipindi kinachoeleweka

Overtime compensation - Fidya ya saa za ziada

Working overtime is to be avoided. Whenever it is unavoidable, extra compensation is at stake - minimally the basic hourly wage plus all additional benefits you are entitled to.

Kufanya kazi kwa saa za ziada kunatakiwa kuepukwa. Inaposhindikana kuepukwa fidya ya ziada ni lazima- kiwango cha chini ni mshahara kwa saa pamoja na nyongeza nyingine za mafao unazostahili

02/12 | Annual Leave and Working on weekly and Public Holidays

Likizo ya mwaka na kufanya kazi siku za wiki na siku za sikukuu za kitaifa**ILO Convention - Azimio la ILO**

Convention 132 (1970) on Holidays with Pay Convention

Azimio la 132 (1970) juu ya Azimio la Siku za Mapumziko yenye malipo

Conventions 14, 47 and 106. In addition for several industries different Conventions apply.

Azimio la 14, 47 na 106. Kwa nyongeza ya viwanda vingine Azimio tofauti litatumika

Tanzania has not ratified any of the above Conventions.

Tanzania haijaidhinisha Azimio lolote kati ya hayo yaliyotajwa hapo juu

Paid holiday - Malipo ya Likizo

An employee is entitled to at least 21 consecutive paid annual leave, national and religious holidays not included. Collective agreements must provide at least one day of annual leave on full remuneration for every 17 days on which the employee worked or was entitled to be paid.

Mfanyakazi anastahili angalau siku 21 mfululizo za likizo ya mwaka yenye malipo, bila kujumlisha sikukuu za kitaifa na kidini. Makubaliano ya pamoja ni lazima yatoe angalau siku 1 ya likizo ya mwaka na mshahara kamili kwa kila siku 17 ambazo mfanyakazi amefanya kazi au alistahili kufanya kazi

Pay on holidays - Malipo katika siku za mapumziko

You should be entitled to paid leave during national and officially recognized religious holidays.

Unastahili likizo ya malipo wakati wa sikukuu za kidini zinazotambulika rasmi na kitaifa

Compensation holidays - Fidya ya siku za mapumziko

If you have to work on a national or religious holiday you should be entitled to compensation. Not necessarily in the same week, provided the right to a paid compensation is not forfeited.

Kama umefanya kazi katika siku za mapumziko ya kitaifa ama kidini unastahili fidia. Sio lazima fidia ilipwe ndani ya wiki hiyo ili mradi haki yako ya kulipwa haitapotea

Weekend work compensation - Fidya ya kufanya kazi mwisho wa wiki

If you have to work during the weekend, you should thereby acquire the right to a rest period of 24 uninterrupted hours instead. Not necessarily in the weekend, but at least in the course of the following week.

Kama utahitajika kufanya kazi mwisho wa wiki basi utatakiwa kupata kipindi cha mapumziko cha saa 24 bila usumbufu wowote. Sio lazima fidia itolewe ndani ya wiki hiyo lakini angalau wiki inayofuata

03/12 | Employment Conditions - Viwango vya Ajira**ILO Convention - Azimio la ILO**

The Three questions under this section measure the precariousness of an employment relationship. Although these are not clearly mentioned in a single convention however the best practices

Maswali matatu chini ya kipengele hiki yanapima hali ya hatari ya mahusiano ya ajira. Ijapokua haya hayatajwi moja kwa moja katika Azimio mojawapo japo ni mifano bora

04/12 | Children at School - Watoto mashuleni**ILO Conventions - Maazimio ya ILO**

Convention 156: Workers with Family Responsibilities Convention (1981).

Azimio la 156: Azimio la wafanyakazi wenye majukumu ya kifamilia (1981)

Convention 156 is not ratified by Tanzania.

Azimio la 156 halijaidhinishwa na Tanzania

School holidays - Likizo za shule

Your paid holidays should be allowed to coincide with the holidays of school going children.

Likizo yako inatakiwa iruhusiwe kugongana na likizo za watoto waendao shule

Equal opportunities of parents - Fursa sawa za wazazi

Employees (regardless of gender) with family responsibilities should have the same opportunities as their colleagues who have no such responsibilities.

Wafanyakazi (bila kujali jinsia) wenye majukumu ya kifamilia wanatakiwa wawe na fursa sawa na wale wasiokua na majukumu hayo

05/12 | Maternity and Work - Likizo ya uzazi na kazi**ILO Conventions on maternity and work: Maazimio ya ILO juu ya likizo za uzazi na kazi**

An earlier Convention (103 from 1952) prescribed at least 12 weeks maternity leave, 6 weeks before and 6 weeks after. However, a later convention (No. 183 from year 2000) requires that maternity leave

Azimio la awali (103 toka 1952) linataka angalau wiki 12 za likizo ya uzazi, wiki 6 kabla na wiki 6 baada. Hata hivyo Azimio la baadae (na. 183 toka mwaka 2000) linataka likizo ya uzazi

Tanzania has not ratified any of ILO Conventions related to maternity protection. However, its maternity leave is in compliance with Convention 103.

Tanzania haijaidhinisha Azimio la ILO hata moja linalohusiana na likizo ya uzazi. Hata hivyo likizo ya uzazi kulingana na sheria za kazi za Tanzania iko sawa na Azimio Na. 103

Free medical care - Huduma bure za afya

During pregnancy and maternity leave you should be entitled to medical and midwife care without any additional cost.

Wakati wa ujuzito na likizo ya uzazi unatakiwa huduma za kiafya na kikunga bila gharama ya ziada

No harmful work - Hakuna kazi zenye madhara

During pregnancy and while breastfeeding you should be exempt from work that might bring harm to you or your baby.

Wakati wa ujuzito na wakati wa kunyonyesha unatakiwa usipewe kazi ambazo zinaweza kuleta madhara kwako ama kwa mtoto

Maternity leave - Likizo ya uzazi

Your maternity leave should last at least 14 weeks.

Likizo yako ya uzazi inatakiwa idumu kwa angalau wiki 14

Income - Kipato

During maternity leave your income should amount to at least two thirds of your preceding salary.

Wakati wa likizo ya uzazi kipato chako kinatakiwa kua angalau theluthi mbili ya mshahara wako uliotangulia

06/12 | Employment Conditions - Viwango vya Ajira

ILO conventions - Maazimio ya ILO

More Conventions deal with very specific Occupational Safety hazards, such as asbestos and chemicals. They are not dealt with here.

Maazimio mengi yanahusu madhara mahususi yatokanayo na kazi kama vile asbetos na kemikali. Hayajagusiwa hapa

Convention 155 is not ratified by Tanzania.

Azimio Na. 155 halijaidhinishwa na Tanzania

Employer cares - Mwajiri anaejali

Your employer, in all fairness, should make sure that the work process is safe.

Mwajiri wako anatakiwa ahakikishe kwamba sehemu ya kazi ni salama

Free protection - Ulinzi wa bure

Your employer should provide protective clothing and other necessary safety precautions for free.

Mwajiri wako anatakiwa atoe nguo za kujikinga na hatua nyingine muhimu za usalama bure

Training - Mafunzo

You and your colleagues should receive training in all work related safety and health aspects and you should have been shown the emergency exits.

Wewe pamoja na wenzako ni lazima mpate mafunzo juu ya usalama na afya katika mahali pa kazi na kufahamu njia za kutokea za dharura

Complaints - Malalamiko

When you inform your superior about an imminently or actually dangerous situation on the job, you should not be made to take up that job while this situation lasts.

Unapotoa taarifa kwa wakubwa zako juu ya hali ya hatari iliyopo katika kazi hautakiwi kufanya kazi ile wakati hali ya hatari bado ipo.

07/12 | Work and Sickness - Kazi na Magonjwa

ILO conventions on health and safety at work - Maazimio ya ILO juu ya afya na usalama katika kazi

Conventions 121 (1964) and 130 (1969) concerning Employment Injury Benefits and Medical Care and Sickness Benefits.

Azimio Na. 121 (1964) na 130 (1969) inaongelea masuala ya mafao ya kuumia kazini na mafao ya matibabu.

Tanzania has not ratified these Conventions however it provides all the benefits.

Tanzania haijaidhinisha maazimio haya japo inatoa mafao yote yaliyotajwa

Income when sick - Kipato wakati wa kuumwa

Your rights to work and income should be protected when illness strikes. The first 3 days of your absence due to sickness do not need to be compensated for.

Haki yako ya kufanya kazi na kupata kipato ni lazima ilindwe wakati inapotokea unaumwa. Siku 3 za mwanzo za kukosa kazi kwasababu ya kuumwa hazitaji kufidiwa.

Minimum income - Kipato cha chini

Minimally you should be entitled to an income during 6 months of 60 per cent of the minimum wage. (Countries are free to opt for a system which guarantees 60 per cent of the last wages during the first 6 months of illness or even during the first year).

Unastahili kupata kipato cha 60% ya kima cha chini cha mshahara kwa kipindi cha miezi 6 katika kiwango cha chini. (Nchi ziko huru kuchagua mfumo ambao unahakikisha 60% ya mshahara wa mwisho katika kipindi cha miezi 6 ya mwanzo ya kuumwa au hata katika mwaka wa kwanza)

Job security - Ulinzi wa kazi

During the first 6 months of your illness you should not be fired.

Katika kipindi cha miezi 6 ya mwanzo ya kuumwa kwako hautakiwi kufutwa kazi

Disability benefit - Mafao ya Ulemavu

Whenever you are disabled due to an occupational disease or accident, you ought to receive a somewhat higher benefit than when the cause is not work related.

Inapotokea umepata ulemavu kutokana na magonjwa yatokanayo na kazi ama ajali utapata mafao makubwa zaidi kuliko pale ambapo sababu hazihusiani na kazi

08/12 | Employment Conditions - Viwango vya Ajira

ILO Conventions on social security - Maazimio ya ILO juu ya hifadhi ya jamii

Convention 102 (1952). For several benefits somewhat higher standards have been set in subsequent

Azimio Na. 102 (1952), Kwa mafao kadhaa viwango vya juu vimewekwa

Conventions 121 (1964), 128 (1967), 130 (1969) and 168 (1988).

Azimio Na. 121 (1964), 128 (1967), 130 (1969) na 168 (1988)

Tanzania did not ratify any of these Conventions.

Tanzania haijaidhinisha azimio hata moja kati ya hizi

Pension rights - Haki ya Pensheni

From the age of 65, set as a percentage of the minimum wage or a percentage of the earned wage. This basic ruling has been laid down in Social Security Minimum Standards.

Kuanzia miaka 65, imepangwa kama asilimia ya kima cha chini cha mshahara au asilimia ya mshahara alikua anapata.

Sheria hii ya msingi imewekwa katika vigezo vya chini vya hifadhi ya jamii

Dependent's benefit - Mafao ya wategemezi

When the breadwinner has died, the spouse and children are entitled to a benefit, expressed as a percentage of the minimum wage, or a percentage of the earned wage.

Pale mtafutaji wa familia anapokufa, mwenza wake na watoto wanastahili mafao, yanayoelezwa kama asilimia ya kima cha chini cha mshahara au asilimia ya kipato alichokua anapata

Unemployment benefit -Mafao ya kutokua na kazi

For a limited period of time the unemployed has a right to unemployment benefit set as a percentage of the minimum wage or a percentage of the earned wage.

Kwa kipindi fulani mtu asiyekua na kazi ana haki ya kupata mafao ya kutokua na kazi ambayo ni asilimia ya kima cha chini cha mshahara au asilimia ya mshahara ambao angepata

Medical care - Huduma za matibabu

Employees and their family members should have access to the necessary minimal medical care at an affordable price.

09/12 | Fair Treatment at my Work - Usawa mahali pa Kazi

ILO Conventions on fair treatment at work - Maazimio ya ILO juu ya usawa mahali pa kazi

Convention 111 (1958) lists the discrimination grounds which are forbidden.

Azimio Na. 111 (1958) inaorodhesha aina ya ubaguzi usiotakiwa

Convention 100 (1952) is about Equal Remuneration for Work of Equal Value.

Azimio Na. 100 (1952) ni juu ya usawa wa malipo kwa kazi zenye thamani sawa

Tanzania has ratified both Conventions.

Tanzania imeidhinisha maazimio yote haya

Equal pay - Usawa wa malipo

At workplaces equal pay for men and women for work of equal value is a must, regardless of marital status. Pay inequality based on religion, race or ethnic background is also forbidden. A transparent remuneration system and the clear matching of pay and position are in place and help to prevent wage discrimination.

Katika mahali pa kazi usawa wa malipo kwa wanaume na wanawake kwa kazi zinazofanana ni lazima, bila kujali hali ya kindoa (kama uko ndani ya ndo au la). Kulipa bila usawa kwa sababu ya misingi ya udini, ukabila au rangi inakatazwa. Ni vizuri kukawa na mfumo ulio wazi na uwiano wa malipo na nafasi na kusaidia kuepuka ubaguzi wa mishahara/malipo

Sexual Harassment - Unyanyasaji wa kijinsia

Sexual intimidation is gender discrimination.

Vitisho vya kijinsia ni unyanyasaji wa kijinsia

Training opportunities - Fursa za mafunzo

All employees, regardless of gender, religion, race or ethnic background are entitled to equal training and schooling opportunities.

Wafanyakazi wote bila ya kujali jinsia, dini, rangi au ukabila wanastahili fursa sawa za mafunzo na nafasi za kusoma

Freedom to complain - Uhuru wa kulalamika

The Protection Against Harassment At Workplace Act, 2009 provides. However it says nothing about job security after filing the complaint.

Sheria ya kinga dhidi ya unyanyasaji katika mahali pa kazi, 2009 inaelezea hili, ijapokua haielezi kuhusu ulinzi wa kazi baada ya kutoa malalamiko

10/12 | Children at Work - Watoto makazini**ILO Conventions about working children - Maazimio ya ILO juu ya watoto wanaofanya kazi***Conventions 138 (1973) and 182 (1999)***Maazimio Na. 138 (1973) na 182 (1999)**

Tanzania has ratified these Conventions.

Tanzania imeidhinisha maazimio haya**Children under 15 - Watoto chini ya miaka 15**

At workplaces there should no work be performed by children that could harm their health and hampers their physical and mental development. All children should be able to attend school. Once this is safeguarded there is no objection against children performing light jobs between the ages of 12 and 14.

Hairuhusiwi kwa watoto kufanya kazi ambazo zinaweza kuwadhuru afya zao na kuathiri maendeleo yao ya kiakili na kimwili. Watoto wote wanatakiwa waweze kwenda shule. Baada ya kuhakikisha haya hakuna pingamizi dhidi ya watoto kufanya kazi nyepesi kati ya umri wa miaka 12 na 14

11/12 | Forced Labour - Kazi za Lazima**ILO Conventions - Maazimio ya ILO***Conventions 29 (1930) and 105 (1957) specify the qualifications of forced labour.***Maazimio Na. 29 (1930) na 105 (1957) yanaelezea vigezo vya kazi za lazima***It is work one has to perform under threat of punishment: forfeit of wages, dismissal, harassment or violence, even corporal punishment.***Ni aina ya kazi ambayo mtu hufanya chini ya vitisho vya kupewa adhabu; kutopewa mshahara, kufukuzwa, unyanyasaji au uonevu na hata adhabu kali (adhabu ya viboko). Kazi za lazima zinamaanisha ukiukwaji wa haki za binadamu**

Tanzania has ratified both Conventions 29 and 105.

Tanzania imeidhinisha maazimio yote ya 29 na 105**Freedom to change jobs - Uhuru wa kubadili kazi**

Employers have to allow you to look for work elsewhere. If you do, you should not be shortened on wages or threatened with dismissal. (In the reverse cases international law considers this as forced labour).

Mwajiri anatakiwa akuruhusu kutafuta kazi sehemu nyingine. Na kwa kutafuta kazi sehemu nyingine hautakiwi kupunguziwa mshahara wako ama kutishiwa kufukuzwa kazi. Kinyume chake Sheria za Kimataifa zinachukulia hili kama

No passport or ID - Hakuna hati ya kusafiria ama vitambulisho

You should hold your own passport or ID. Not your employer. (One of the indicators of forced labour is whether the worker can freely use their passport or ID. Too often still, especially in the context of migration, the employer confiscates this personal document. Whenever this happens it is a matter of forced labour.)

Unatakiwa kuhifadhi hati yako ya kusafiri au vitambulisho vyako mwenyewe na sio mwajiri wako. Moja ya viashiria vya kazi za lazima ni kama mfanyakazi ana uhuru wa kutumia hati yake ya kusafiria ama vitambulisho. Mara nyingi hali hii hutokea katika mazingira ya kuhama ambapo mwajiri hutaifisha hati hizi binafsi. Pale hali hii inapotokea linakua ni suala la kazi za lazima

Pay back loan - Marejesho ya mkopo

When you do not receive any pay since you still have not yet fully paid back the personal loan provided by your employer, this is considered to be forced labour.

Inapotokea hupokei malipo yoyote kwasababu tu hujamlipa mwajiri wako deni lake hii huchukuliwa kama kazi ya lazima

ILO Conventions on trade union rights - **Maazimio ya ILO juu ya haki za vyama vya wafanyakazi**
Conventions 87 (1948) and 98 (1949)
Maazimio Na. 87 (1948) na 98 (1949)

Tanzania has ratified both Conventions 87 and 98.
Tanzania imeidhinisha Azimio Na. 87 na 98

Trade union at work - Vyama vya wafanyakazi mahali pa kazi

Trade unions are entitled to negotiate with employers on term of employment without hindrance. The freedom of a trade union to negotiate with employers to try and conclude collective agreements is protected. (The ILO has a special procedure for handling complaints from unions about violation of this principle).

vyama vya wafanyakazi vinatakiwa kujadiliana na waajiri juu ya vigezo vya ajira bila vikwazo. Uhuru wa vyama vya wafanyakazi kujadiliana na waajiri na kujaribu kufikia makubaliano ya pamoja unaelindwa. Shirika la Kazi la Kimataifa (ILO) lina taratibu maalumu za kushughulikia malalamiko kutoka vyama hivi kuhusu ukiukwaji wa kanuni hizi

Freedom to join a union and outside working hours participate in union activities

Uhuru wa kujiunga na chama na kushiriki katika shughuli za chama nje ya muda wa kazi

Freedom of association means freedom to join a trade union. This is part of the fundamental human rights. Employees may not be put at a disadvantage when they are active in the trade union outside working hours.

Uhuru wa kushiriki unamaanisha uhuru wa kujiunga na chama cha wafanyakazi. Hii ni sehemu ya haki za msingi za binadamu. Wafanyakazi hawatakiwi wawekwe katika mazingira magumu kwasababu ya kujihusisha na shughuli za chama cha wafanyakazi nje ya muda wa kazi