

Tanzania

Records and Archives Management Act

Administrator-General (Official Receiver) (Preservation and Disposal of Records) Regulations, 1967

Government Notice 163 of 1967

Legislation as at 31 July 2002

FRBR URI: /akn/tz/act/gn/1967/163/eng@2002-07-31

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PDF created on 7 June 2024 at 10:37.

Collection last checked for updates: 31 July 2002.

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Administrator-General (Official Receiver) (Preservation and Disposal of Records) Regulations, 1967

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Published in Tanzania Government Gazette

Commenced

[This is the version of this document at 31 July 2002.]

[Note: This legislation has been thoroughly revised and consolidated under the supervision of the Attorney General's Office, in compliance with the Laws Revision Act No. 7 of 1994, the Revised Laws and Annual Revision Act (Chapter 356 (R.L.)), and the Interpretation of Laws and General Clauses Act No. 30 of 1972. This version is up-to-date as at 31st July 2002.]

[G.N.s. Nos. 163 of 1967; 164 of 1967]

1.

These Regulations may be cited as the Administrator-General (Official Receiver) (Preservation and Disposal of Records) Regulations.

2.

All Records in the office of the Administrator-General falling within the following categories are hereby classified for the purpose of the National Archives Act, as Public Archives—

Registers of the Official Receiver including general correspondence, policy files, general and statistical reports and publications relating to the Official Receiver's business.

3.

The Public Archives classified under regulation 2, shall be disposed of or preserved as the case may be, in accordance with the Schedule to these Regulations.

4.

In the case of registers of the Official Receiver, any destruction of any such Public Archive shall be subject to any directions or orders that may from time to time be made by the court.

Schedule

Type of Records	Disposal	Preservation
1. Registers of Bankruptcies	Transfer at convenient intervals	P.
2. Registers of liquidations	Transfer at convenient intervals	P.
3. Bankruptcy Proceedings:		
Files:		
(a) Court Proceedings) (b) Assets) (c) Book Debts) (d) Claims) (e) Others)	Transfer to Records Centre one year after release of trustees has been granted	D. 12 years from the discharge or death of the bankrupt or 20 years after the date of receiving order
4. Bankrupts' Books of Accounts, etc., lodged with the Official Receiver by the bankrupt	Transfer to Records Centre on release of trustee in bankruptcy	D. Seven years from discharge or death of the bankrupt or 20 years after the date of receiving order.
5. Liquidation Proceedings:		
Files:		
(a) Court Proceedings) (b) Assets) (c) Book Debts) (d) Claims) (e) Others (odd files))	Transfer to Records Centre one year after dissolution of the company.	D. Seven years from dissolution of the company.
6. Records of Companies in liquidation lodged with the Official Receiver as Liquidator	Transfer to Records Centre on dissolution of the Company	D. Seven years from dissolution of the company.

[Notes:

P. — Classified as for permanent preservation as Public Archives.

D. — Classified as fit for destruction after time indicated.]