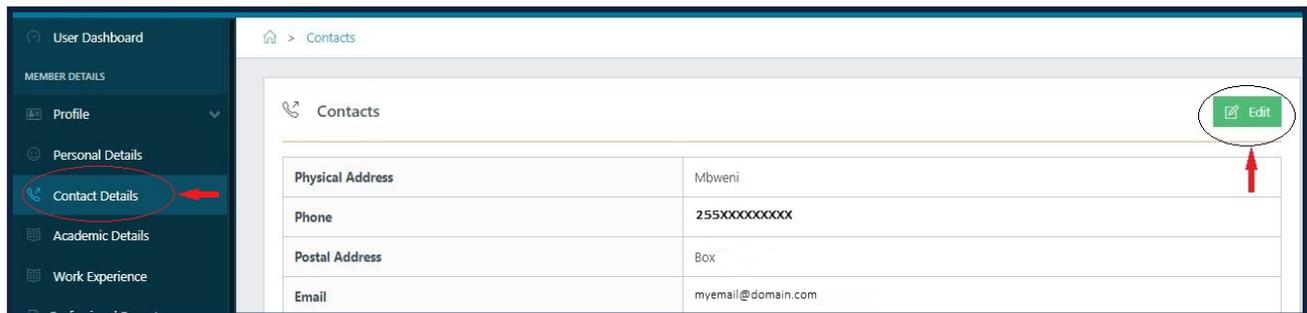# ERB Management Information System (MIS)

ANNUAL FEE PAYMENT GUIDELINE THROUGH MIS

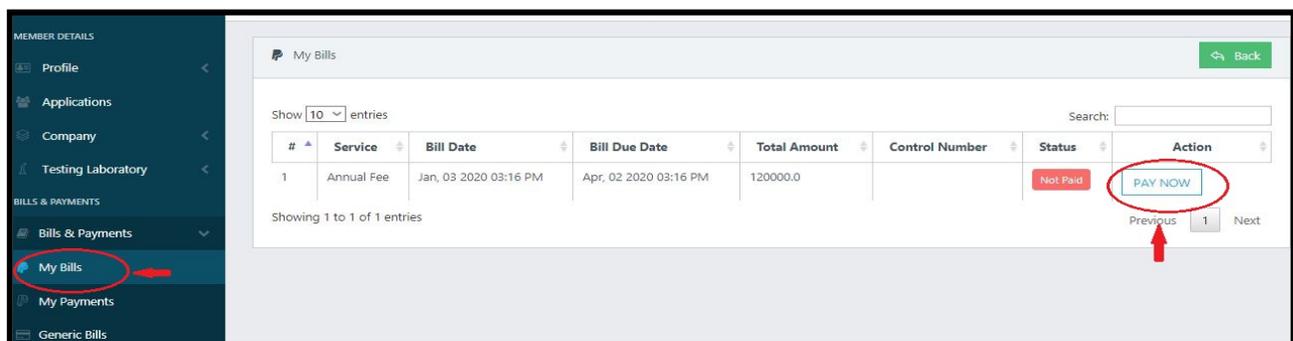Access the system through http://registration.erb.go.tz

EXISTING ENGINEERS

1. Send mobile SMS to 15200. The format of the SMS is ERB ET1XXX or ERB ET2XXX or ERB PEXXXX or ERB GEXXXX or ERB CEXXXX where **XXXX** is your **RegNo. (MAKE SURE YOU HAVE AIRTIME OF Tsh 100)**

2. You will receive an SMS with Username and Password

3. Then **LOGIN** button shall be obtained from the top right-hand corner of http://registration.erb.go.tz

4. After Successful Login, Update your Profile **(Including Personal details, Contact details, Academic & Work experience)**

5. **VALID PHONE NUMBER IS VERY IMPORTANT** Otherwise you will **not** receive Control number (**Mobile number format should be 255 XXXX XXXXXXX**).

6. To edit **Mobile** number and **Email** in **Profile** Click **Contact Details** then Click **Edit** as shown below

7. To retrieve Annual fees Control Number go to **Bills & Payments** and Select **My Bills** then Click **PAY**

8. Make sure you **edit your mobile number** before pressing the **PAY NOW** button as shown below.

9. For **EDF PAYMENTS** go to **Bills & Payments** and Select **My Payments** you will see the **EDF NOTICE WITH THE CONTROL NUMBER which are(994880009519 for TZS or 994880009521 for USD)**

N.B: For Consulting Engineers, **Firm's** Annual Fee & Practicing License will also be obtained in **"My Bills"** on Bills & Payments