



The 46th CATA Annual Heads Meeting & Technical Conference

"Welcome to the Land of Kilimanjaro, Serengeti and Zanzibar"

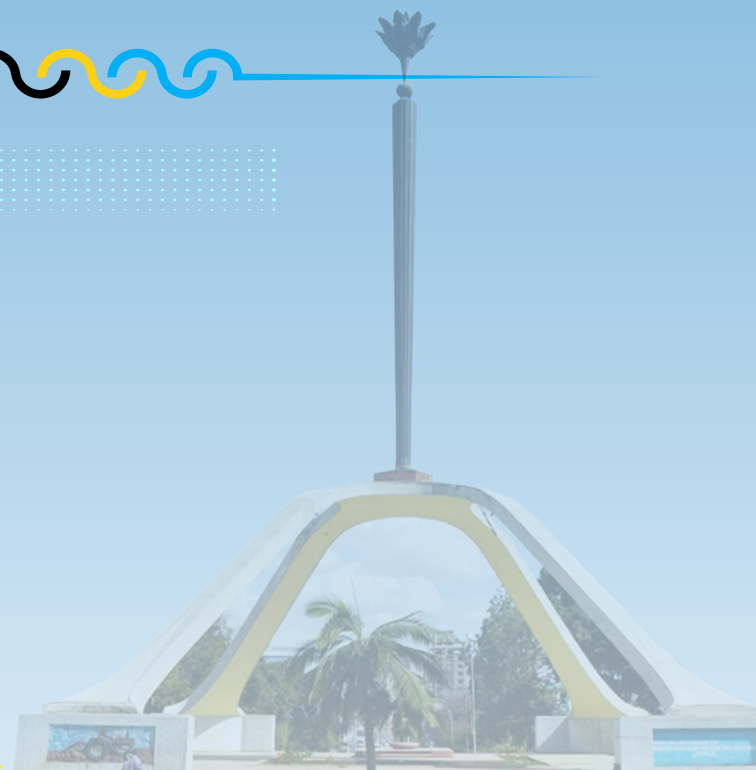
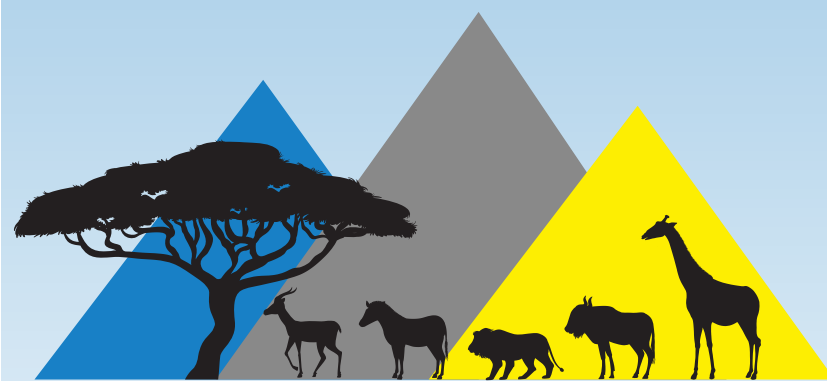


TANZANIA REVENUE AUTHORITY

Information Note

**THE 46TH CATA ANNUAL HEADS MEETING
AND TECHNICAL CONFERENCE**

In Arusha, Tanzania





COMMONWEALTH ASSOCIATION OF TAX ADMINISTRATORS (CATA) 46th ANNUAL HEADS MEETING AND TECHNICAL CONFERENCE

DELEGATES INFORMATION NOTE

Dear 2026 CATA Delegates,

Karibuni sana Arusha - Welcome to the United Republic of Tanzania!

We are delighted to welcome you to the 46th Annual Heads Meeting and Technical Conference of the Commonwealth Association of Tax Administrators, hosted at the **Gran Meliá Arusha, United Republic of Tanzania.**

Over the coming days, the Conference will bring together Heads of Tax Administrations, senior officials and partner organisations from across the Commonwealth and beyond to deliberate on matters of shared strategic importance, exchange knowledge and experience, and strengthen the professional networks that underpin our collective work. We also hope that you will find time to enjoy the warm hospitality, vibrant culture and remarkable natural heritage for which Arusha, the gateway to Tanzania's northern safari circuit, is renowned.

This note sets out the practical information you will need during your stay. Should you require assistance at any time, whether on conference matters, logistics, general enquiries or medical needs, please do not hesitate to contact the Organising Committee or your assigned Liaison Officer, whose details are provided below.

KEY CONTACTS

CATA Secretariat

S/N	NAME	ROLE	MOBILE NO.
1	Ms. Rasmita Patro	CATA Secretariat	+44 7448 692128

CATA Tanzania Organising Committee

S/N	NAME	ROLE	MOBILE NO.
1	Mr. Hudson Kamoga	CATA Tanzania Organising Committee	+255 746 111 000
2	Mr. Stefano Mathias	CATA Tanzania Organising Committee	+255 625 433 347
3	Mr. Bilal Mshoro	CATA Tanzania Organising Committee	+255 656 333 330
4	Ms. Veronica Kazimoto	CATA Tanzania Organising Committee	+255 753 986 541

2. PROGRAMME AT A GLANCE

The key dates and venues of the Conference are summarised below.

DATE	TIME (EAT)	ACTIVITY	VENUE
5 October 2026	From 14:00 hrs	Delegate Registration and Welcome Cocktail Reception	Gran Meliá Arusha
6 October 2026	09:00 hrs (arrival from 07:00 hrs)	Official Opening Ceremony	Gran Meliá Arusha
7 October 2026	19:00 hrs	Commissioners and Heads of NTO Dinner	Serena Hotel
8 October 2026	16:30 hrs	CATA Night	Aya Sophia Wildlife Villa
9 October 2026	05:30 hrs	Excursion to the Ngorongoro Conservation Area	Ngorongoro Crater, Arusha Region



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ARRIVAL AND AIRPORT TRANSFERS

Designated Liaison Officers will be stationed at Kilimanjaro International Airport (KIA), Arusha Airport and Julius Nyerere International Airport (JNIA) to receive delegates and assist with arrival arrangements. Transport will be provided from the airport to your designated hotel.

Delegates who would prefer to use their hotel's shuttle service are kindly requested to inform the Organising Committee or their Liaison Officer in advance, so that transfer arrangements can be adjusted accordingly

4

ACCOMMODATION

Your assigned Liaison Officer will accompany you to your accommodation on arrival. Should any matter arise during your stay, please notify your Liaison Officer, who will coordinate with the CATA Tanzania Organising Committee to ensure that it is resolved promptly.

5

SAFETY AND SECURITY

The safety and well-being of all delegates is a priority for the host. To this end, the Organising Committee has coordinated with the Police Force in Arusha and private security providers to ensure secure transit and accommodation throughout the Conference period. Delegates are nonetheless encouraged to observe the customary precautions of international travel, including safeguarding passports and personal valuables.

6

FOREIGN EXCHANGE

The local currency is the Tanzanian Shilling (TZS). Foreign exchange facilities are available at Kilimanjaro International Airport, Julius Nyerere International Airport and Arusha Airport, and delegates are advised to exchange currency upon arrival. Liaison Officers will gladly assist where required.



7

REGISTRATION AND WELCOME RECEPTION

Delegates registration will open on **5 October 2026 from 14:00 hrs (EAT) at the Gran Meliá Arusha**. All delegates are kindly requested to register upon arrival.

Registration will be followed by a Welcome Cocktail Reception at the hotel, offering an informal opportunity for delegates to meet and network ahead of the formal proceedings.

8

OFFICIAL OPENING CEREMONY

The Official Opening Ceremony will take place on **6 October 2026 at the Gran Meliá Arusha, commencing at 09:00 hrs**. Delegates are kindly requested to arrive at the venue from **07:00 hrs** to allow sufficient time for arrival formalities and seating ahead of the Guest of Honour.

The Guest of Honour is expected to be **His Excellency Deogratius John Ndejemi, Vice President of the United Republic of Tanzania**. The ceremony will be attended by Honourable Ministers, distinguished guests, delegates, stakeholders and other invited participants.

9

DRESS CODE

- Business formal attire is required for all conference sessions and official functions.
- Mornings and evenings in Arusha can be cool; delegates are therefore advised to bring warm clothing.
- Comfortable outdoor clothing and footwear (safari wear) are recommended for the excursion.


10

COMMISSIONERS' AND HEADS OF NTOS' DINNER AND CATA NIGHT

The Commissioners and Heads of NTOs Dinner will be held at the Serena Hotel, while the CATA Night will take place at the Aya Sophia Wildlife Villa. Transport to both venues will be provided. These evenings are intended to offer a relaxed and convivial setting for networking and celebrating among delegates.

Delegations are warmly encouraged to contribute to the CATA Night programme with a light-hearted or entertaining item, including a showcase of their culture, i.e, traditional dance in customary attire. To assist with planning, delegations are kindly requested to register their intended presentation in advance through their Liaison Officer.

Liaison Officers will be pleased to assist delegations in sourcing materials or decorations. Please note, however, that any costs associated with materials or instruments are to be borne by the respective delegation.

11

EXCURSION TO THE NGORONGORO CONSERVATION AREA

On **9 October 2026**, delegates will have the opportunity to visit the **Ngorongoro Conservation Area**, a UNESCO World Heritage Site and one of Tanzania's most celebrated destinations, renowned for its spectacular landscapes, abundant wildlife and the world-famous Ngorongoro Crater.

The excursion will allow delegates to experience Tanzania's natural beauty and to observe wildlife in its natural habitat. Subject to weather and wildlife conditions, delegates may encounter **lions, elephants, buffaloes, zebras, wildebeest, hippopotamuses and rhinoceroses, together with a wide variety of birdlife.**

Excursion shirts and hats will be provided by the organising committee. Delegates are advised to bring any other personal items they may need for the day, such as sunscreen, a camera or binoculars.

12 MEDICAL SERVICES

A team of medical professionals will be stationed at the conference venue throughout the proceedings to attend to any medical needs. In the event of an emergency requiring further treatment, arrangements will be made at a regional referral hospital in Arusha.

13 LIAISON OFFICERS

The Organising Committee has assigned dedicated Liaison Officers to each delegation and partner organisation. Your Liaison Officer is your first point of contact for any enquiries, guidance or assistance throughout your stay. Their contact details are set out below.

S/N	NAME	DIVISION	MOBILE NO.	DELEGATION / ASSIGNMENT
10.	Lailat Kimaro	CED	+255 745 717 534	Maldives
11.	Jamal Ngarawa	TECD	+255 714 626 264	Nigeria
12.	Junior Gekura	HRMAD	+255 760 125 562	Nigeria
13.	Rose Pesa	CED	+255 659 588 500	Papua New Guinea
14.	Oliver Kisanko	HRMAD	+255 657 982 208	Samoa
15.	Jacqueline Sitta	TECD	+255 699 532 881	Sierra Leone
16.	Joseph Chamba	TECD	+255 710 300 223	Uganda
17.	Zawadi Ngonyani	DRD	+255 754 777 277	Zambia
18.	Suma Enock	TECD	+255 757 504 991	Mauritius
19.	Anitha Urassa	HRMAD	+255 659 542 824	Rwanda
20.	Godliving Mollel	CED	+255 755 950 596	Global Tax Policy Center
21.	Arafa Makame	CED	+255 711 765 241	African Tax Administration Forum (ATAF)
22.	Benedicta B. Sangawe	HRMAD	+255 657 298 073	Pacific Islands Tax Administrators Association (PITAA)
23.	Eugenia Mkumbo	TECD	+255 783 295 265	Global Forum
24.	Specioza Kavalo	RPD	+255 754 344 915	IGC
25.	Cynthia Mwafongo	DRD	+255 714 654 006	Inter-American Center of Tax Administrations (CIAT)
26.	Salome Khatib	TECD	+255 653 515 744	IBFD
27.	Salome Mwandalanga	TECD	+255 713 294 973	EY



We look forward to welcoming you to Tanzania and to working together towards a smooth, productive and memorable Conference.

Karibu Tanzania!
CATA Tanzania Organising Committee



WELCOME TO ARUSHA

**46th CATA Annual Heads Meeting
& Technical Conference**



05th - 09th OCT, 2026



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Serengeti and Zanzibar"***