AMABWIRIZA AGENGA IMIGENDEKERE Y`AMATORA Y'INZEGO Z'URUGAGA RW' ABIKORERA

GASHYANTARE 2018

I. INTANGIRIRO

Mu rwego rwo gushyira mu bikorwa gahunda y'imiyoborere myiza muri rusange, Urugaga rw'Abikorera rurategura amatora agamije gusimbura abayobozi b'inzego zirugize.

Kugirango ayo Matora ashobore kugenda neza no gukorwa mu buryo bunoze harasabwa ubushishozi no kwirinda amarangamutima, ahubwo hagashyirwa imbere ubunyangamugayo, ubushishozi n'ubushobozi bigamije guteza imbere urugaga by'umwihariko n'igihugu muri rusange.

Amatora ateguwe nk'uko byari bisanzwe bikorwa kandi bigendeye ku mategeko shingiro n`amategeko ngengamikorere y'Urugaga rw'Abikorera nkuko byemejwe n'Inama y'Inteko rusange yarwo yabaye mu kwezi k'Ukwakira 2014.

Mu rwego rwo kunoza neza imigendekere y'amatora, hateguwe inyandiko ikubiyemo amabwiriza yose agenga amatora ndetse n'uburyo amatora azayoborwa.

UMUTWE WA MBERE: INGINGO RUSANGE

Ingingo ya 1: Icyo aya mabwiriza agamije:

Aya mabwiriza agenga amatora y'inzego z'Abikorera uhereye ku rwego rw'Akagari, kugeza ku rwego rw'Intara n'urw'Umujyi wa Kigali n`Amahuriro anyuranye y`Abikorera ndetse n`Urwego rw'Igihugu.

Ingingo ya 2: Imyanya izatorerwa

Kuva ku kagari kugeza ku Rwego rw'Igihugu, hazatorerwa imyanya ikurikira:

- Komite Nyobozi ku rwego rw'Akagari
- Komite Nyobozi ku rwego rw'Umurenge
- Komite Nyobozi ku rwego rw'Akarere
- Komite Nyobozi ku rwego rw'Intara n`umugi wa Kigali
- Komite Nyobozi ku rwego rw`Amahuriro
- Komite Nyobozi ku rwego rw'Igihugu
- Komite nkempurampaka ku Karere

Mu mashyirahamwe, hazabaho kuzuza inzego, aho zitararangiza manda no gutora Komite z'Amashyirahamwe aho manda zarangiye.

Ingingo ya 3: Uwemerewe gutorwa n`ibyo asabwa

Hakurikijwe ibiteganywa n'amategeko ngengamikorere y`Urugaga, uwemerewe gutorwa ni uwikorera ufite uburambe mu bucuruzi busabwa ku rwego yiyamamarizaho wujuje ibi bikurikira;

1. Kuba ari nyirubucuruzi ufite ibyangombwa bimwemerera gukorera ubucuruzi mu Rwanda. Iyo umunyamuryango ari isosiyete y'ubucuruzi, koperative, uhagararira iyo sosiyete cyangwa koperative agomba kuba Umuyobozi Mukuru wayo cyangwa uhagarariye mu mategeko abanyamigabane b'ikigo gihagarariwe.
2. Kuba ari umunyamuryango wa PSF kandi wishyura umusanzu;
3. Kuba afite ubumenyi n'ubunararibonye mu bijyanye n'ubucuruzi mu Rwanda
4. Kuba afite ubushake n'umwanya uhagije wo gukora imirimo yatorewe;
5. Kuba akorera ubucuruzi aho ashaka kwiyamamariza kandi akaba ari naho atuye (ibi bireba amatora mu Kagari, Umurenge, Akarere, Intara n`Umujyi wa Kigali);
6. Ku rwego rw'Umurenge, urw'Akarere, urw'Intara, urw'Umujyi wa Kigali no ku rwego rw'Igihugu, abemerewe gutorwa ni abatowe ku rwego rurubanziriza.
7. Ku rwego rw`Akarere indashyikirwa zemererwa gutorwa n`ubwo zaba zitaratowe ku nzego zizibanziriza.
8. Ntawemerewe gutorwa ari mu yindi komite igize inzego z'Urugaga; iyo atowe ku rundi rwego yegura ku rwego yari asanzwe ayobora.
9. Uwemerewe gutorwa, agomba kuba kandi ari inyangamugayo yujuje ibisabwa n'amategeko.

   Nk'uko biteganywa n'amategeko, inyangamugayo ni umuntu wese urangwa ni ibi bikurikira:

   1° Utarahamwe n'icyaha cya jenoside;

   2° Utarahamwe n'icyaha cy'ivangura n'amacakubiri;

   3° Utarakatiwe burundu igihano cy'igifungo kirenze cyangwa kingana n'amezi atandatu (6);

   4° Uwahanaguweho ubusembwa mu gihe yaba yarakatiwe igihano cy'igifungo kingana cyangwa kirenze amezi atandatu (6);

   5° Utarahamwe n'icyaha cy'ingengabitekerezo ya jenoside;

   6^0 Utarahamwe n'icyaha cya ruswa n'icy'inyereza ry'umutungo rusange.

10. Igihe bigaragaye ko uwatowe atujuje ibisabwa cyangwa atavugishije ukuri mu gihe cy`amatora, Urugaga rw`abikorera rufite uburenganzira bwo kumweguza. Agasimbuzwa bikurikije aya mambwiriza.

3.1. Ku rwego rw'Umurenge n'Akarere;

Abakandida bagomba kugira ibikorwa by'ubucuruzi byanditswe mu murenge cyangwa akarere bitorezamo, kandi bagomba kuba ari abanyamuryango nyabo bishyura imisanzu yabo kandi bagira uruhare rugaragara mu bikorwa by'Urugaga. Abakandida bagomba kuba ari inyangamugayo, nta bikorwa by'uburiganya bigeze bajyamo mu bikorwa birebana na Leta

cyangwa n'abandi bafatanyabikorwa. Umukandida ku mwanya w'Umukuru wa Komite agomba kuba afite amashuri atandatu yisumbuye aramutse atayafite agomba kuba azi gusoma no kwandika neza Ikinyarwanda, afite uburambe nibura bw'imyaka 10 mu bucuruzi. Abandi bakandida bagomba kuba bazi gusoma no kwandika. Abakandida bose bagomba kuba bafite uburambe nibura bw'imyaka ibiri mu bucuruzi kandi bafite nibura imyaka 18 y'ubukure.

3.2. Ku rwego rw'Intara, Umujyi wa Kigali, Amahuriro n'urwego rw'Igihugu;

Abakandida bagomba kuba bafite ibikorwa by'ubucuruzi mu Ntara biyamamarizamo. Bagomba kuba ari inyangamugayo mu mibanire yabo hamwe n'abafatanyabikorwa batandukanye baba abo muri Leta cyangwa abikorera. Abakandida ku mwanya w'Umukuru wa Komite (Perezida) bagomba kuba bazi neza Ikinyarwanda, Icyongereza cyangwa Igifaransa kandi bararangije nibura amashuri yisumbuye. Abakandida bose bagomba kuba bafite uburambe nibura bw'imyaka 5 mu bucuruzi mu Rwanda, n'imyaka 21 nibura y'amavuko.

Ku rwego rw`Intara, Amahuriro nurw` Igihugu abanyamuryango ba Golden Circle bujuje ibisabwa bemerewe gutorwa n`ubwo baba bataratorewe mu nzego zizibanziriza.

(**Icyitonderwa** : Golden circle wiyamamaza ku rwego rw`Intara agomba kuba akorera muri iyo ntara. Mu mahuriro agomba kuba akora ibibarirwa muri iryo huriro).

Ingingo ya 4: Inyandikomvugo zikoreshwa mu matora

Ibikorwa by'amatora bikorerwa inyandikomvugo. Imiterere y'izo nyandikomvugo igaragara ku migereka yometse kuri aya mabwiriza.

Ingingo ya 5: Gutanga kandidatire

Ku rwego rw`Akagari, Umurenge n`Akarere Bitabangamiye ibiteganywa n'aya mabwiriza, gutanga kandidatire bikorwa ku munsi w'itora imbere y'inteko itora. Umukandida atanga kandidatire ye ku giti cye cyangwa akamamazwa n'undi mu bagize inteko itora. Mbere y'uko kandidatire itangwa uyobora amatora avuga umwanya ugiye kwiyamamarizwa n'inshingano zawo.

Abakandida ku rwego rw'Intara, Umujyi wa Kigali, Amahuriro no ku rwego rw'Igihugu bandikira ubuyobozi bw`icyicaro gikuru cy` Urugaga rw`abikorera (PSF headquarter), mu nyandiko yabo isaba bakagaragaza umwanya bashaka kwiyamamazaho bakongeramo umwirondoro wabo.

Ibaruwa itanga kandidatire igomba kugera ku cyicaro cy`Urugaga **iminsi ibiri nibura mbere y'uko** amatora aba. Ku munsi w'amatora, uhagarariye PSF ku cyicaro gikuru amenyesha Inteko Rusange amazina y'abakandida.

Abakandida baba bemerewe kugira icyo bavuga kirebana no kwiyamamaza kwabo mu gihe kitarenze iminota itanu.

UMUTWE II: IBYEREKEYE ABATORA N'ABATORWA

Ingingo ya 6: Abatorwa

Kuri buri rwego rw'Urugaga rw'Abikorera, abagize Urugaga bayoborwa na komite nyobozi zitorwa.

Ingingo ya 7: Abagize Komite Nyobozi kuri buri rwego

Komite Nyobozi ku rwego rw'**Akagari** igizwe n'abantu bakurikira:

- Perezida w'Urugaga akaba n'Umuvugizi
- Visi Perezida akaba n'Umuvugizi wungirije
- Umunyamabanga akaba n` Umubitsi

Komite Nyobozi ku rwego rw'**Umurenge** igizwe n'abantu bakurikira:

- Perezida w'Urugaga akaba n'Umuvugizi
- Visi Perezida wa mbere akaba n'Umuvugizi wungirije
- Visi Perezida wa kabiri akaba ashinzwe n`umutungo

Komite Nyobozi ku rwego rw'**Akarere** igizwe n'abantu bakurikira:

- Perezida w'Urugaga
- Visi Perezida wa mbere akaba ashinzwe ubunyamabanga (administration)
- Visi Perezida wa kabiri akaba ashinzwe n`umutungo

Komite Nyobozi ku rwego rw'**Intara /Umujyi wa Kigali** hatorwa aba bakurikira:

- Perezida w'Urugaga
- Visi Perezida wa mbere akaba ashinzwe ubunyamabanga (administration)
- Visi Perezida wa kabiri akaba ashinzwe n`umutungo

Komite Nyobozi ku rwego rw'**Ihuriro (Chambers)** hatorwa aba bakurikira :

- Perezida w'Ihuriro
- Visi Perezida wa mbere ashinzwe ubunyamabanga (administration)
- Visi Perezida wa kabiri akaba ashinzwe n`umutungo

Ku rwego rw'Igihugu hatorwa aba bakurikira:

- Perezida w'Urugaga
- Visi Perezida wa mbere
- Visi Perezida wa kabiri

UMUTWE III: UBURYO ITORA RIKORWA

Ingingo ya 8: Igihe itora ritangira n'igihe rirangirira

Itora riba kuva i saa tatu (9:00) za mu gitondo rikarangira bitarenze saa cyenda (15:00) z'igicamunsi.

Icyakora bibaye ngombwa, uyobora amatora abanje kubimenyesha uhagarariye amatora ku rwego rwisumbuye, ashobora gusaba ko amatora akomeza ariko ntarenze saa kumi n'ebyiri (18:00) z'umugoroba.

Ingingo ya 9: Kubarura amajwi

Kubarura amajwi bikorwa amatora akirangira imbere y'abagize inteko itora bahari. Abayoboye amatora bahita bamenyekanisha ku bari aho ibyavuye mu matora. Uwarushije abandi amajwi niwe uba utowe.

Ingingo ya 10: Uburyo itora rikorwa hagati y'abakandida banganyije amajwi

Iyo hari abanganyije amajwi mw'itora , ibarura ry'amajwi risubirwamo ku banganyije. Igihe bibaye ngombwa ko itora risubirwamo, bikorwa inshuro imwe gusa hagati y'abanganyije amajwi. Mugihe abatowe bongeye kunganya amajwi, habaho tombola hakoreshejwe udupapuro twanditseho "oya" na "yego". Utomboye yego akaba ariwe watsindiye uwo mwanya.

Ingingo ya 11: Amajwi asabwa umukandida wiyamamaje ari umwe

Iyo kuri buri mwanya hiyamamaje umukandida umwe rukumbi, agomba kubona ubwiganze busesuye bw'amajwi y'abatoye (50% + ijwi rimwe) kugira ngo abe atsinze amatora.

Ingingo ya 12: Itangazwa ry'abatowe

Gutangaza abatorewe kujya kuri buri rwego bikorwa kubarura amajwi birangiye.

Ingingo ya 13: Abemerewe gutora

Ku rwego rw`akagari abemerewe gutora ni abanyamuryango b`Urugaga rw`abikorera muri ako Kagari. Bagomba kuba bafite ibikorwa by'ubucuruzi muri ako kagari kandi bafite nibura imyaka 18 y'amavuko.

Ku rwego rw'Umurenge, urw'Akarere, urw'Intara, urw'Umujyi wa Kigali no ku rwego rw'Igihugu, abemerewe gutora ni abatowe ku rwego rurubanziriza.

Ingingo ya 14: **Inteko itora**

**Inteko itora ku rwego rw`Akagari** abanyamuryango b`Urugaga rw`abikorera muri ako kagari

**Inteko itora ku rwego rw`Umurenge** igizwe n`abatowe ku rwego rw`Utugari tugize uwo Murenge.

**Inteko itora ku rwego rw`Akarere** igizwe n`abatowe ku rwego rw`Umurenge (3) ndetse n`abaprezida b`Utugari twose tugize ako Karere.

**Inteko itora ku rwego rw`Intara** igizwe n`abatowe ku rwego rw`Akarere (3) ndetse n`abaperezida b`Imirenge yose igize iyo Ntara.

Ku rwego rw`Akarere indashyikirwa zemererwa gutora n`ubwo zaba zitaratowe ku nzego zizibanziriza.

Ku rwego rw`Intara, Amahuriro abanyamuryango ba Golden Circle bemerewe gutora n`ubwo baba bataratorewe mu nzego zizibanziriza.

Ku rwego rw`Igihugu inteko itora igizwe n`aba bakurikira:

1. Ba Perezida na ba Visi—Perezida ba buri Huriro;
2. Ba Perezida na ba Visi—Perezida bo ku rwego rw'Intara n'Umujyi wa Kigali;
3. Ba Perezida b'amashyirahamwe ;
4. Ba Perezida ba Komite zo ku rwego rw'Uturere ;
5. Abanyamuryango b'ikirenga (Golden Cilcle).

Ingingo ya 15: Ibisabwa kugira ngo itora ritangire

Kugira ngo itora ritangire ku nzego zose, nibura kimwe cya kabiri (1/2) cy'abagize Inteko itora kigomba kuba gihari.

Iyo Inteko itora idashoboye kuzura kuri uwo munsi, itora rirasubukurwa mu gihe kitarenze amasaha 24. icyo gihe abaje batora uko bangana kose.

Ingingo ya 16: Inyandiko itangiza, isubika n'isoza itora

Gutangiza, gusubika no gusoza itora bikorerwa inyandikomvugo yabigenewe.

Ingingo ya 17: Uburyo itora rikorwa ku rwego rw'Akagari n'urw'Umurenge

Ku rwego rw'Akagari, n'urw'Umurenge, abatora bajya ku murongo inyuma y'umukandida bihitiyemo. Mu itora umukandida ntiyemerewe guhindukira kugeza igihe ibarura ry'amajwi rirangiriye.

Ingingo ya 18: Uburyo itora rikorwa ku rwego rw'Akarere, urw'Intara, urw'Umujyi wa Kigali no ku rwego rw'Igihugu

Ku rwego rw'Akarere, urw'Intara, urw'Umujyi wa Kigali no ku rwego rw'Igihugu, itora rikorwa mu ibanga, buri muntu mu bagize inteko itora yandika ku rupapuro rwabugenewe amazina y'umukandida ahisemo. Ufite ubumuga bw'umubiri bumubuza kwiyandikira yihitiramo umwandikira utari mu batora.

Itora rikorwa kuri buri umwanya umwe, kandi umukandida utatsindiye umwanya ashobora kwiyamamariza umwanya ukurikiye.

Nyuma yo gutorera buri mwanya, abayoboye amatora bahita babarura amajwi. Kubarura amajwi bikorwa mu ruhame imbere y'abagize inteko itora.

Urupapuro rw'itora rwanditseho amazina y'umukandida urenze umwe cyangwa urutagize icyo rwanditseho kimwe n'urwanditseho ibindi binyuranije n'uburyo bwo gutora, ruba ari imfabusa.

Mbere yo gutora agasanduku k'itora kagomba kwerekwa abaje gutora mu ruhame bakagaragarizwa ko karimo ubusa.

Ingingo ya 19: Umukandida uba watsinze amatora

Umukandida warushije abandi amajwi ni we uba atowe kuri uwo mwanya utorerwa.

Icyakora iyo hari abanganyije amajwi, itora risubirwamo hakurikijwe ingingo ya 10 y'aya mabwiriza.

Ingingo ya 20: Isimburwa ry'uwatowe

Mu matora yo ku rwego rw'Umurenge, urw'Akarere no ku rwego rw'Igihugu, umukandida watowe ku rwego rwo hasi ashobora gutanga kandidatire ku mwanya uwariwo wose muri Komite Nyobozi ku rwego rwisumbuye, yatorwa akazasimburwa ku mwanya yari yatorewe mu gihe kitarenze iminsi 90.

UMUTWE WA IV: INGINGO ZISOZA

Ingingo ya 21: Gucyura igihe kwa Komite zisanzwe

Kugirango gahunda y`amatora ikorwe mu mucyo no mu bwisanzure inzego zose zigomba gutorerwa abayobozi bazacyura igihe ku itariki 7 Gashyantare 2018 saa sita z`ijoro. Imirimo bakoraga izakomeza gukurikiranwa n`ubunyamabanga buhoraho rwa buri rwego.

Ingingo ya 22: Ivanwaho ry'ingingo zinyuranye n'aya mabwiriza

Amabwiriza yose abanziriza aya avanyweho.

<u>Ingingo ya 23</u>: Ishyirwa mu bikorwa ry'aya mabwiriza

Aya mabwiriza atangira kubahirizwa ku munsi ashyiriweho umukono.

Bikorewe I Kigali kuwa 02/02/2018

Gasamagera Benjamin
Perezida w'Urugaga rw'Abikorera