

IMBONERAHAMWE YA SERIVISI ZITANGWA N'INZEGO Z'IBANZE

KAMENA 2018

SERIVISI ZITANGIRWA KU RWEGO RW'AKAGARI

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ISHINGIRO N'IKIGAMIJWE N'IYI NYANDIKO

Iyi nyandiko ishingiyeye ku ihame ryo gutanga serivisi nziza ku baturage ku rwego rw'Akagari. Akagari ni rumwe mu nzego z'imitetekere y'Igihugu cy'u Rwanda. Inshingano z'Akagari zigenwa n'Itegeko N° 87/2013 ryo ku wa 11/09/2013 rigena imitunganyirize n'imikorere y'inzego z'imitetekere y'Igihugu zegerejwe abaturage.

Iyi nyandiko izifashishwa nka bumwe mu buryo bwo kunoza imitunganyirize myiza ya serivisi. Izafasha abatanga n'abahabwa serivisi kugira imyumvire imwe ku mitunganyirize inoze ya serivisi. Ibyo bizatuma Abaturage bamenya neza urutonde rwa serivisi bahabwa ku rwego rw'Akagari, aho serivisi itangirwa, n'umukozi cyangwa abakozi babishinzwe, ibyo usaba serivisi agomba kuba yujuje, igihe agomba kuba yayihereye cyangwa yasubirijwe ibyo yifuza ku buyobozi, n'uburyo yakoresha kugira ngo amenyekanishe ko atishimiye serivisi yahawe.

Guhabwa serivisi nziza kandi ku gihe ni uburenganzira bw'Umuturage igihe yujuje ibisabwa. Akagari kagomba kubahiriza ibikubiye muri iyi nyandiko, guhora gashishikajwe n'uko serivisi zihabwa abaturage zarushaho kunoga no kumenyekanisha impinduka zakozwe kuri iyi nyandiko zigamije korohereza Abaturage guhabwa serivisi.

Iyo utishimiye ubufasha wahawe ushobora kubimenyesha inzego zisumbuye (Umurenge cyangwa Akarere). Hari kandi andi makuru waba ukeneye arenze ibikubiye muri iyi nyandiko, wayabaza ku biro by'Akagari, Umurenge, cyangwa ukayasanga ku rubuga rwa interineti rw'Akarere

IMBONERAHAMWE YA SERIVISE ZITANGWA N'INZEGO Z'IBANZE

SERIVISE ZITANGIRWA KU KAGARI

a) Gusaba icyemezo cy'abasaba urushushya rwo kujya mu mahanga

1) Uhabwa iyi serivise	Umuturage wese utuye mu Kagali
2) Umukozi ubishinzwe	Umunyabanga nshingwabikorwa w'Akagali
3) Ibisabwa	<p>Ku bantu bakuru</p> <ul style="list-style-type: none"> • Kwishyura amafaranga 1,500 kuri konti y'Akarere • Ifoto imwe y'amabara ifite inyuma h'umweru • Kwerekana Irangamuntu cyangwa icyemezo gitangwa n'Umurenge cy'uko yabuze <p>Ku bana bari muni y'inyaka 16</p> <ul style="list-style-type: none"> • Icyemezo cy'amavuko • Icyemezo cy'uko ababyeyi bashakanye gitangwa n'umurenge • Kopi y'indangamuntu z'ababyeye • Icyemo cy'uko umuntu ari ingaragu igihe batasezeranye • Inyando yemera umwana wabyawe ku mugore utari uwisezsrano
4) Inzira binyuramo	<ul style="list-style-type: none"> • Usaba iyi serivise agomba kuza ku biro by'Akagali mu masaha y'akazi • Icyemezo cyuzurizwa ku biro by'Akagari kigasinywaho n'Umunyabanga Nshingwabikorwa w'Akagali, igihe adahari cyigasinywa n'uwamusigariyeho. • Iyo icyememezo kimaze gusinywa, uwagihawe ahita ajya ku biro bireba abinjira n'abasohoka mu gihugu (Migration Office)
5) Izindi nzego unyuramo	Iburo bishinzwe abinjira n'abasohoka mu gihugu (Migration Office)
6) Amafaranga yishyurwa	Kwishyura 1.500 Frw kuri konti y'Akarere
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Iyo ibisabwa byose byuzuye, icyemezo gitangwa uwo muni.

b) Kwakira no gukemurirwa ibibazo

1) Uhabwa iyi serivise	Umuntu wese utuye mu Kagali ufite ikibazo yifuza ko cyakemurwa n'Akagali
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari, cgangwa uwamusigariyeho
3) Ibisabwa	Ikibazo kibanza gushyikirizwa Umudugudu. Iyo kidakemutse, Umudugudu wandika uko byagenze mu Ikayi y'Umudugudu, ukacyohereza ku kagali, cyakora iyo ari ikibazo cyihutirwa

	cyangwa kijyanye n'umutekano, Akagali kagikemura ako kanya. Iyo Akagali katagikemuye ako kanya gikemurirwa mu Nteko y'abaturage, kinaniranye mu Nteko y'abaturage cyohererzwa ku rwego bireba.
4) Inzira binyuramo	Kuza ku biro by'Akagari witwaje Ikayi y'Umudugudu yanditsemo uko Umudugudu wakemuye icyo kibazo.
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00, n'igihe cyose byaba ari mu kaga byihutirwa
8) Igihe ntarengwa	Biterwa n'uko ikibazo giteye, iriko iyo bishoboka gikemurwa uwo muni

c) Kurangirizwa urubanza n'izindi mpapuro ziriho kashe mpuruza

1) Uhabwa iyi serivise	Umuntu wese utuye mu Kagali ufite impapuro z'imyanzuro y'urubanza rwaciwe n'Abunzi cyangwa Inkiko Gacaca ziriho Kashe Mpuruzwa
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagali
3) Ibisabwa	Impapuro z'imyanzuro y'urubanza ziriho kashe mpuruza
4) Inzira binyuramo	Gushyikiriza Umunyabanga Nshingwabikorwa w'Akagali impapuro z'imyanzuro y'urubanza ziriho kashe mpuruza
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Imyanzuro y'urubanza imenyeshwa urundi ruhande mu gihe kitarenze icyumweru, igashyirwa mu bikorwa n'Umunyabanga Nshingwabikorwa w'Akagari mu gihe kitarenze iminsi cumi n'itanu (15) kuva ku igihe urundi ruhande rwabimenyesherejwe. Gushyira mu bikorwa imyanzuro y'urubanza ntibishobora kurenza amezi atatu (3).

d) icyemezo cy'abashaka kwiyandikisha gusaba indangamuntu bwa mbere

1) Uhabwa iyi serivise	Umwenegihugu wese afite imyaka cumi n'itandatu (16) utuye mu Kagali
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Inyandiko yerekana itariki y'amavuko Ifishi y'urukingo Icyemezo cyatanzwe n'umukuru w'Umudugudu
4) Inzira binyuramo	Umwenegihugu wese ufite imyaka cumi n'itandatu (16) utuye mu Kagali agomba kwiyandikisha kugirango ahabwe indangamuntu. Akagari kamuha inyandiko ajyana kwa ku mukozi ushinzwe Irangamimerere ku Murenge. Umurenge umushyira ku rutonde rw'abasaba indangamuntu bwa mbere, nawo ukarutanga kuri NIDA ari nayo imenyeshya umunsi wo gufotora. Iyo indangamuntu zibonetse zitangirwa ku murenge.

5) Izindi nzego unyuramo	Ubuyobozi bw'Umudugudu n'Umurenge
6) Amafaranga yishyurwa	Hishyurwa amafaranga magana tanu (500) akishyurwa kuri konti y'Irangamuntu.
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byuzuye

e) Gukora urutonde rw'abaturage hashingiwe ku cyiciro cy'ubudehe

1) Uhabwa iyi serivise	Abaturage bose
2) Umukozi ubishinzwe	Ushinzwe Imibereho Myiza, Ubukungu n'Iterambere (SEDO)
3) Ibisabwa	- Ntacyo
4) Inzira binyuramo	- SEDO afasha abagize Komite y'Umudugudu gushyira abaturage mu byiciro. Ibi bikorwa n'abaturage kandi ku rwego rw'umudugudu - Akagari n'umurenge babika amakuru ajoye n'ibyiciro by'ubudehe bya buri rugo
5) Izindi nzego unyuramo	Komite y'Ubudehe ku rwego rw'Umudugudu, Umurenge
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Igihe cyateganyijwe cyo gushyira abaturage mu byiciro
8) Igihe ntarengwa	Uwo muni

f) Gutegura urutonde rw'abatishoboye

1) Uhabwa iyi serivise	Umuntu wese uri mu cyiciro cya mbere n'icya kabiri cy'Ubudehe (hashingiwe ku rutonde rw'ibyiciro by'ubudehe)
2) Umukozi ubishinzwe	Ushinzwe Imibereho Myiza, Ubukungu n'Iterambere (SEDO)
3) Ibisabwa	Kuba uri mu cyiciro cya mbere. Ku badafite icyiciro, cyangwa bashyizwe mu cyiciro kitari cyo, Inama y'Umudugudu iraterana ikemeza icyiciro cyabo.
4) Inzira binyuramo	Ushaka iyi serivise ajya ku Kagari, bakaganzura kuri lisiti z'Ubudehe icyiciro yanditsemo, hanyuma agashyirwa ku rutonde rw'abatishoboye kandi agahabwa icyemezo cy'uko atishoboye.
5) Izindi nzego unyuramo	Komite y'Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byuzuye

g) Gusaba icyemezo cy'uko umuntu yapfuye

1) Uhabwa iyi serivise	Umuntu utuye mu Kagari ukeneye iki cyemezo
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari cgaangwa umusimbura
3) Ibisabwa	Icyemezo cy'Umudugudu (ku uwaguye mu rugo; uwaguye mu bitaro ahita aiyana icyemezo cya muganga wemewe na Leta ku Murenge)
4) Inzira binyuramo	Iyo umuntu yaguye mu rugo ruri muri uwo \mudugudu , Umudugudu wemeza urwo rupfu mu nyandiko. Iyo nyandiko yemezwa n'Akagari ikajyanwa ku Murenge kugirango bahabwe icyemezo.
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byuzuye

h) Gukora ubuvugizi bwo gufasha abatishoboye mu buryo butandukanye

1) Uhabwa iyi serivise	Umuntu wese uri mu cyiciro cya mbere n'icya kabiri cy'Ubudehe ufite ikibazo cyihutirwa gikeneye ubufasha
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Kuba uri mu cyiciro cya mbere n'icya kabiri cy'Ubudehe
4) Inzira binyuramo	Ubufasha butangwa mu buryo bwo Kuremera utishoboye, hashakwa inkunga mu baturage (mutiweri, umuganda wo kubaka, etc.) Umudugudu ufasha guhitamo abatishoboye kurusha abandi no gukusanya inkunga.
5) Izindi nzego unyuramo	Komite y'Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Biterwa n'uko ikibazo giteye, ariko bishobora gufata ukwezi kumwe iyo ari Kuremera utishoboye. Ku bundi bufasha, ikibazo gishyikirizwa Umurenge uwo muni.

i) Icyemezo cy'uko umuntu yabuze ibyangombwa n'izindi mpapuro

1) Uhabwa iyi serivise	Umuntu wataye ibyangombwa n'izindi mpapuro
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari cgaangwa uwamusigariyeho.
3) Ibisabwa	Ikayi y'Umudugudu itanga amakuru kuri icyo kibazo Kwitwaza ifoto ngufi
4) Inzira binyuramo	Icyemezo gitangwa n'akagari gihita kijyanwa ku biro bya Polisi igakoro icyemezo cy'uko ibyangombwa cyangwa impapuro zabuze.
5) Izindi nzego unyuramo	Polisi

6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo minsi

j) Kumenyeshya uwaburanye adahari imyanzuro y'urukiko

1) Uhabwa iyi serivise	Umuntu wese urebwa n'urubanza rwaburanishijwe n'Abunzi adahari
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Impapuro z'imyanzuro y'urubanza
4) Inzira binyuramo	Ibi bikorwa iyo urubanza rwaburanishijwe uwo bireba adahari, kandi akaba yarahamagawe n'inteko y'abunzi inshuro ebyiri akanga kwitaba. Amenyeshwa imyanzuro y'urukiko mu minsi 10. Umuyobozi w'akagari amusanga aho atuye agasinyira ko imyanzuro y'urubanza ayibonye.
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo bireba agomba kubimenyeshwa mu gihe kitarenze iminsi icumi

k) Gusinyisha inzandiko z'abahamagajwe n'inkiko

1) Uhabwa iyi serivise	Umuntu wese bireba
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Impapuro zitumira kwitaba urukiko
4) Inzira binyuramo	Umuhesha w'inkiko (umuyobozi w'akagari) niwe ujya gusinyisha uregwa, yamubura agasinyisha umugore/umugabo, cyangwa umwana ufite imyaka 18 kuzamura.
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo bireba agomba kubimenyeshwa mu gihe kitarenze iminsi umunani (8)

l) icyemezo gisaba icyemezo cyo kuba Utuye

1) Uhabwa iyi serivise	Umuntu wese utuye mu Kagari
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Icyemezo cy'umudugudu Indangamuntu
4) Inzira binyuramo	Ushaka iki cyemezo ajya ku kagari yitwaje indangamuntu n'icyemezo cy'Umudugudu. Iki cyemezo ugihabwa bagaragaza ko utuye n'abantu bakuzi mu mudugudu. icyemezo uhabwa ukijyana ku murenge.
5) Izindi nzego unyuramo	Umudugudu, Umurenge

6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byuzuye

m) icyemezo gihesha icyangombwa cy'umutungo

1) Uhabwa iyi serivise	Umuntu wese utuye mu Kagari ukeneye iki cyemezo
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Icyemezo cy'umudugudu Indangamuntu
4) Inzira binyuramo	Iki cyemezo gitangwa ku mutungo utimukanwa. Ugisaba ajya ku kagari ubwe. Akagari kagenzura ko umutungo ari uwe koko kandi utagurishijwe. icyemezo cya nyuma ugihabwa n'umurenge.
5) Izindi nzego unyuramo	Umudugudu, Umurenge
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byuzuye

n) icyemezo cy'uwacitse ku icumu

1) Uhabwa iyi serivise	Umuntu wese wacitse ku icumu rya Jenocide yakorewe Abatutsi ukeneye iki cyemezo
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Icyemezo cy'umudugudu na comite y'abacitse ku icumu rya Jenocide, Indangamuntu
4) Inzira binyuramo	Komite y'abacitse ku icumu mu kagari yuzuzwa kandi igasinyira icyemezo cyabigenewe, Umunyabanga Nshingwabikorwa w'Akagari akagisinyaho. icyemezo ukijyana ku mukozi w'Umurenge ushinzwe imibereho myiza kikemezwa bwa nyuma.
5) Izindi nzego unyuramo	Komite y'abacitse ku icumu rya Jenocide yakorewe Abatutsi, Umurenge
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byuzuye

o) icyemezo gihabwa umugore utwite ujya kwipimisha atabana n'umugabo

1) Uhabwa iyi serivise	Umukobwa utwite ariko atarashaka ukeneye kwipimisha inda no kwivuza kwa muganga.
2) Umukozi ubishinzwe	Umunyabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	Ikayi y'Umudugudu yanditsemo uko ikibazo giteye n'Ushinzwe Ubuzima mu mudugudu.

4) Inzira binyuramo	Uza ku kagari. icyemezo gitangwa akagari kamaze kugenzura ko amakuru atangwa ari yo. Ushinzwe ubuzima mu mudugudu ashobora kumuherekeza kwa muganga.
5) Izindi nzego unyuramo	Umudugudu, Kwa muganga
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni

p) icyemezo gihisha icyemezo cy'ubupfakazi (attestation de veuvage)

1) Uhabwa iyi serivise	Umuntu wapfakaye
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	- Indangamuntu - icyemezo cy'uko umuntu yasezeranye - icyemezo cy'umudugudu igihe yapfiye mu rugo cg icyemezo cyo kwa muganga igihe yapfiye kwa muganga
4) Inzira binyuramo	Icyemezo uhabwa ukijyana ku murenge
5) Izindi nzego unyuramo	Umudugudu, Umurenge
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

q) icyemezo cy'uko utuye mu kagari

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	- Indangamuntu cyangwa Pasiporo - icyemezo cy'Umudugudu
4) Inzira binyuramo	Kuza ku kagari witwaje ibisabwa
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

Izibagiranye

1. icyemezo cyo gusaba aho gushyingura

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	

4) Inzira binyuramo	Kuza ku kagari
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

2. icyemezo cyo guhagarika ubucuruzi

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	
4) Inzira binyuramo	Kuza ku kagari
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

3) icyemezo cyo kubonana n'ufunze kubera ibibazo byo mu muryango

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	
4) Inzira binyuramo	Kuza ku kagari
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

4) icyemezo cy'igihe umuntu amaze mu Muji wa Kigali (immigration)

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	
4) Inzira binyuramo	Kuza ku kagari

5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

5).Icyemezo cy'uko umwana yavukiye mu rugo

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	
4) Inzira binyuramo	Kuza ku kagari
5) Izindi nzego unyuramo	Umudugudu
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

6) Icyemezo cy'imyitwarire (bonne conduite) (kureba ko uhabwa iki cyemezo amaze igihe kinini [nk'amezi atandatu] muri iyo fasi gihabwe igihe kimara kitarenze ukwezi (debate)

Kwita kuri kopi y'icyangombwa gisigara kucyo yasinye kigashyingurwa kugira ngo igihe havutse ikibazo agaragaze icyo yashingiyeho

1) Uhabwa iyi serivise	Umuntu utuye mu kagari
2) Umukozi ubishinzwe	Umunyamabanga Nshingwabikorwa w'Akagari
3) Ibisabwa	
4) Inzira binyuramo	Kuza ku kagari
5) Izindi nzego unyuramo	Umudugudu
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8) Igihe ntarengwa	Uwo muni iyo ibisabwa byose byubahirijwe

Hari n'andi makuru atangwa arenga ku byemezo byanditse bisaba ubushishozi bw'umuyobozi