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ARRETE PRESIDENTIEL N° 25/01 OF 25/02/2015 MODIFIANT ET COMPLETANT L'ARRETE PRESIDENTIEL N° 85/01 DU 2/09/2002 PORTANT REGLEMENT GENERAL DE LA POLICE DU ROULAGE ET DE LA CIRCULATION ROUTIERE TEL QUE MODIFIE ET COMPLETE A CE JOUR

Twebwe, KAGAME Paul,
Perezida wa Repubulika;

We, KAGAME Paul,
President of the Republic;

Nous KAGAME Paul,
Président de la République ;

Dushingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo ku wa 04 Kamena 2003 nk'uko ryahinduwe kugeza ubu, cyane cyane mu ngingo zaryo, iya 112, iya 113, iya 121 n'ya 201;

Pursuant the Constitution of the Republic of Rwanda of 04 June 2003 as amended to date, especially in Articles 112, 113, 121, and 201;

Vu la Constitution de la République du Rwanda du 04 juin 2003 telle que révisée à ce jour, spécialement en ses articles 112, 113, 121 et 201;

Dushingiye ku Itegeko n° 34/1987 ryo ku wa 17/09/1987 ryerekeye imihanda n'uburyo bwo kuyigendamo, cyane cyane mu ngingo yaryo ya 2;

Pursuant to Law n° 34/1987 of 17/09/1987 relating to traffic and road traffic policies, especially in Article 2;

Vu la Loi n° 34/1987 du 17/09/1987 relative à la police du roulage et de la circulation routière, spécialement en son article 2;

Dusubiye ku Iteka rya Perezida n° 85/01 ryo ku wa 02/09/2002 rishyiraho amabwiriza rusange agenga imihanda n'uburyo bwo kuyigendamo nk'uko ryahinduwe kandi ryujwe kugeza ubu, cyane cyane mu ngingo zaryo, iya 6, iya 30, iya 88 n'ya 145;

Having reviewed the Presidential Order n° 85/01 of 02/09/2002 regulating general traffic police and road traffic as modified and complemented to date, especially in Articles 6, 30, 88 et 145;

Revu l'Arrêté Présidentiel n° 85/01 du 02/09/2002 portant règlement général de la police du roulage et de la circulation routière tel que modifié et complété à ce jour, spécialement en ses articles 6, 88 30, et 145;

Bisabwe na Minisitiri w'Ibikorwa Remezo ;

On proposal by the Minister of Infrastructure;

Sur proposition du Ministre des Infrastructures ;

Inama y'Abaminisitiri yateranye ku wa

After consideration and adoption by the Cabinet,

Après examen et adoption par le Conseil des

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15/12/2014 imaze kubisuzuma no in its session of 15/12/2014;
kubyemeza;

Ministres, en sa séance du 15/12/2014;

TWATEGETSE KANDI DUTEGETSE:

HAVE ORDERED AND HEREBY ORDER:

AVONS ARRETE ET ARRETONS :

Ingingo ya mbere: Uruhushya nyarwanda rwo gutwara ikinyabiziga

Article One: National driving License

Article premier: Permis national de conduire

Igika cya mbere n'icya 8 by'ingingo ya 6 y'Iteka rya Perezida n° 85/01 ryo ku wa 02/09/2002 rishyiraho amabwiriza rusange agenga imihanda n'uburyo bwo kuyigendamo bihinduwe kandi yujijwe ku buryo bukurikira:

Paragraphs One and 8 of Article 6 of the Presidential Order n° 85/01 of 02/09/2002 regulating general traffic police and road traffic are modified and complemented as follows:

Les alinéas premier et 8 de l'article 6 de l'Arrêté Présidentiel n° 85/01 du 02/09/2002 portant règlement général de la police du roulage et de la circulation routière sont modifiés et complétés comme suit:

“Nta muntu ushobora gutwara ikinyabiziga kigendeshwa na moteri mu nzira nyabagendwa adafite kandi atitwaje uruhushya rwo gutwara ikinyabiziga rwatanzwe na Polisi y'Igihugu y'u Rwanda.

“No person shall drive on the public highway, a motor vehicle if he/she is not holding and carrying a driving license issued by the Rwanda National Police.

“Nul ne peut conduire sur la voie publique, un véhicule automoteur s'il n'est titulaire et porteur d'un permis de conduire délivré par la Police Nationale du Rwanda.

Uko uruhushya rwo gutwara ikinyabiziga ruteye n'uko rutangwa, bigenwa n'Iteka rya Minisitiri ufite gutwara abantu n'ibintu mu nshingano ze.

The model and modalities of issuing the driving license shall be determined by an Order of the Minister in charge of transport.

Le modèle et les modalités de délivrance du permis de conduire sont déterminés par arrêté du Ministre ayant le transport dans ses attributions.

Umuyobozi utwaye ikinyabiziga agomba kwerekana uruhushya rwo gutwara ikinyabiziga iyo arubajijwe n'umukozi ubifitiye ububasha.

The driver must provide a driving license when asked for it by a qualified agent.

Le conducteur est tenu d'exhiber le permis de conduire s'il en est requis par un agent qualifié.

Uruhushya nyarwanda rwo gutwara ikinyabiziga rumara igihe kigenwe.

The national driving license shall have limited validity.

Le permis national de conduire a une validité limitée.

Igihe uruhushya nyarwanda rwo gutwara

The validity of a national driving license, age

La validité du permis nationale de conduire, les

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ikinyabiziga rumara, ibyiciro by'imyaka n'uburyo rwongererwa igihe bigenwa n'iteka rya Minisitiri ufite gutwara abantu n'ibintu mu nshingano ze.	categories and requirements for its renewal shall be determined by an order of the Minister in charge of transport.	catégories d'âge et les conditions de son renouvellement sont déterminés par un arrêté du Ministre ayant le transport dans ses attributions.
Uruhushya nyarwanda rwo gutwara ikinyabiziga rwerekana buri urwego rw'ikinyabiziga rwatangawe.	The national driving license shall indicate each category of the vehicle for which it is issued.	Le permis national de conduire indique chaque catégorie de véhicule pour laquelle il est donné.
Uruhushya nyarwanda rwo gutwara ikinyabiziga rwimwa cyangwa rwamburwa umuntu urwaye indwara imwe muri izi zikurikira:	The national driving license may be refused to or withheld from a person affected by the one of the following disorders:	Le permis national de conduire peut être refusé ou retiré à une personne affectée d'une des troubles suivantes:
1° ukubona kw'ijisho kudafite umunani ku icumi (8/10) kuri buri jisho cyangwa karindwi ku icumi (7/10) ku jisho rimwe na n'icyenda ku icumi (9/10) ku rindi jisho, cyangwa gatandatu ku icumi (6/10) ku jisho rimwe na icumi ku icumi (10/10) ku rindi. Biremewe ko uburwayi bw'amaso bukosorwa n'amataratara abigenewe;	1° acuteness of vision which has not either eight-tenths (8/10) for each eye or seven-tenths (7/10) for one eye and nine-tenths (9/10) for the other or six-tenths (6/10) for one eye and ten-tenths (10/10) for the other. It is accepted that acuteness of vision insufficiency can be corrected by wearing appropriate lenses;	1° acuité visuelle n'ayant pas être soit huit-dixième (8/10) pour chacun des deux yeux, soit de sept-dixième (7/10) pour un œil et de neuf-dixième (9/10) pour l'autre, soit de six-dixième (6/10) pour un œil et de dix-dixième (10/10) pour l'autre. Il est accepté que l'insuffisance d'acuité visuelle soit corrigée par le port de lunettes appropriées;
2° kutumva cyangwa kumva buhoro bikabije kandi ku matwi yombi;	2° loss or accented and bilateral decrease of hearing;	2° perte ou diminution accentuée d'audition des deux oreilles ;
3° izindi ndwara z'ubuzima zibuza bikabije ingingo gukora neza cyangwa zihungabanya imikorere y'ubwonko".	3° other physical disorders hindering considerably the functioning of the locomotive apparatus or affecting the psych nervous equilibrium".	3° autres troubles physiques entravant considérablement le fonctionnement de l'appareil locomoteur ou affectant l'équilibre psycho nerveux".

Ingingo ya 2: Kugabanya umuvuduko mu modoka zitwara Abagenzi n'iz'itwara imizigo

Iteka rya Perezida n° 85/01 ryo ku wa 02/09/2002 rishyiraho amabwiriza rusange agenga imihanda n'uburyo bwo kuyigendamo nk'uko ryahinduwe kandi ryujijwe kugeza ubu, yongewemo ingingo ya 30 bis iteye ku buryo bukurikira:

“Ingingo ya 30 bis: Kugabanya umuvuduko mu modoka zitwara Abagenzi n'iz'itwara imizigo

Haseguriwe ibiteganywa n'ingingo ya 29 n'ya 30 z'iri teka, imodoka itwara abagenzi ku buryo bwa rusange cyangwa itwara imizigo ntigomba kurenza umuvuduko wa kilometero mirongo itandatu mu isaha (km 60/h).

Imodoka yose itwara abagenzi ku buryo bwa rusange cyangwa itwara imizigo igomba kuba ifite akagabanyamuvuduko kayifasha kutarenza umuvuduko ntarengwa ku muhanda. Utugabanyamuvuduko tugomba kuba dufite ibipimo ngenderwaho byagenwe n'abashinzwe ubuziranenge mu Gihugu.

Umukozi ubifitiye ububasha ashobora guhagarika imodoka yose itwara abagenzi ku buryo bwa rusange cyangwa itwara imizigo mu rwego rwo kugenzura uburyo utugabanyamuvuduko twashyizwe mu modoka n'imikorere inoze yatwo.

Article 2: Speed limitation for public and commercial vehicles

The Presidential Order n° 85/01 of 02/09/2002 regulating general traffic police and road traffic is complemented by Article 30 bis stated as follows:

“Article 30 bis: Speed limitation for public and commercial transport vehicles

Subject to provisions of Articles 29 and 30 of this Order, a public or goods transport vehicle must not exceed the speed of sixty kilometer per hour (60 km/h).

Any public or goods transport vehicle must be equipped with speed governors to control maximum road speed. The speed governors shall be specified in applicable national standards developed by the authority in charge of standards development in the Country.

A qualified agent may stop any public or goods transport vehicle for the verification of installation and proper functioning of a speed governor.

Article 2: Limitation de vitesse pour les véhicules de transports en commun et utilitaires

L'Arrêté Présidentiel n° 85/01 du 02/09/2002 portant règlement général de la police du roulage et de la circulation routière est complété par l'article 30 bis libellé comme suit:

“Article 30 bis: Limitation de vitesse pour les véhicules de transport en commun et de marchandise

Sous réserve des dispositions des articles 29 et 30 du présent arrêté, un véhicule de transport public ou de transport de marchandise ne doit pas dépasser une vitesse de soixante kilomètre par heure (60 km/h).

Tout véhicule de transport public ou de transport de marchandise doit être équipé du régulateur de vitesse pour pouvoir contrôler et limiter la vitesse maximale sur route. Les régulateurs de vitesse doivent être spécifiés dans les normes nationales applicables, mis en place par l'autorité chargée de l'élaboration de normes dans le pays.

Un agent qualifié peut arrêter tout véhicule de transport public ou de transport de marchandise pour la vérification de l'installation et du bon fonctionnement du régulateur de vitesse.

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Muri iyi ngingo, Utugabanyamuvuduko ni utwuma cyangwa uburyo bukoreshwa mu kurinda cyangwa kubuza kurenza umuvuduko w'ikinyabiziga ntarengwa wagenwe.

Imodoka zivugwa muri iyi ngingo zifite igihe kitarenze umwaka umwe (1) uherye igihe iri teka ritangarijwe mu igazeti ya Leta ya Repubulika y'u Rwanda kugira ngo zubahirize ibiteganywa n'iri teka”.

Ingingo ya 3: Ibyuma biyobora, uburyo bwo gusubira inyuma n'ibyangombwa by'umutekano byitwazwa ku binyabiziga

Ingingo ya 88 y'Iteka rya Perezida n° 85/01 ryo ku wa 02/02/2002 rishyiraho amabwiriza rusange agenga imihanda n'uburyo bwo kuyigendamo ihinduwe kandi yujujwe ku buryo bukurikira :

“Buri kinyabiziga kigendeshwa na moteri kigomba kugira ibyuma biyobora bikomeye bituma umuyobozi akata ikinyabiziga cye ku buryo bworoshye, bwihuse kandi bwizewe.

Imodoka zose zigomba gufatira ibyapa mu Rwanda, zigomba kugira ibyuma biyobora ku ruhande rwazo rw'ibumoso uretse amakamyo y'ubwikorezi afite ubushobozi bwo kwikorera nibura toni makumyabiri (20), amabisi akora akazi ko gutwara abagenzi ku buryo bwambukiranya imipaka n'imashini zikoreshwa mu bwubatsi bw'imihanda .

For the purpose of this Article, speed Governors shall mean a device used to measure and regulate the maximum speed of a vehicle.

Vehicles referred to in this Article shall have a period not exceeding one (1) year from the date of the publications of this Order in Official Gazette of the Republic of Rwanda to comply with this Order”.

Article 3: Steering apparatus, reversing gear system and security accessories

Article 88 of the Presidential Decree n° 85/01 of 2/09/ 2002 regulating General Traffic Police and Road Traffic is modified and complemented as follows:

“Every motor vehicle must be provided with a strong steering apparatus allowing the driver to change easily, quickly and safely the direction of his/her the motor vehicle.

All motor vehicles to be registered in Rwanda must have a steering apparatus on the left hand side except the trucks having at least twenty (20) tonnes loading capacity, buses used for cross-border public transport and road tractors.

Aux fins du présent article, un régulateur de vitesse est un dispositif destiné à réguler ou stabiliser une vitesse maximale d'un véhicule.

Les véhicules visés au présent article disposent d'un délai n'excédant pas une (1) année à partir de la publication du présent arrêté au Journal Officiel de la République du Rwanda pour se conformer aux dispositions du présent arrêté”.

Article 3: Dispositifs de direction, de marche arrière et accessoires de sécurité

L'Article 88 de l'Arrêté Présidentiel n° 85/01 du 02/09/2002 portant règlement général de la police du roulage et de la circulation routière est modifié et complété comme suit:

“Tout véhicule automoteur doit être muni d'un appareil de direction robuste permettant au conducteur de changer facilement, rapidement et sûrement la direction de son véhicule.

Tous les véhicules automoteurs devant être immatriculés au Rwanda, doivent avoir les dispositifs de direction sur leur côté gauche à l'exception des camions de transport qui ont une charge minimale de vingt (20) tonnes, les bus utilisés pour le transport publique transfrontalier et les tracteurs routiers.

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Icyakora, imodoka zinyura mu Rwanda cyangwa iz'abanyamahanga bagenderera Igihugu ku mpamvu zinyuranye zifite ibyuma biziyobora iburyo, zemerewe kugenda ku mihanda yo mu Gihugu mu gihe kitarenze amezi atatu (3). Iyo icyo gihe kirenze, ntizishobora kugenda zidafite uruhushya rwa Minisitiri ufite gutwara abantu n'ibintu mu nshingano ze.

Buri modoka igomba kugira uburyo bwo gusubira inyuma bukorishywe umuntu yicaye ku ntebe y'umuyobozi.

Ikinyabiziga cyose gifite ubushobozi bwo kurenza umuvuduko wa kilometero mirongo ine mu isaha (40 km/h) kigomba kugira icyerekana umuvuduko kiri aho umuyobozi areba kandi kigahora cyitabwaho kugira ngo kigumye gukora neza.

Buri modoka yagenewe gutwara abantu, ariko umubare wabo ntarengwa ukaba munsi y'abantu batandatu (6) umuyobozi abariwemo, igomba kugira imikandara yo kurinda ibyago igenewe umuyobozi n'umugenzi wicaye ku ntebe y'imbere. Ishobora no kugira imikandara ku zindi ntebe z'inyuma.

Ibiranga imikandara yo kurinda ibyago bigenwa na Minisitiri ufite gutwara Abantu n'ibintu mu nshingano ze.

However, vehicles on transit or belonging to foreigners visiting Rwanda for different purposes with steering apparatus on the right hand side shall be allowed to circulate on Rwandan roads for a period not exceeding three (3) months. When this period expires, an authorization from the Minister in charge of transport shall be required for their circulation.

Every motor vehicle must be equipped with a reversing gear system which can be operated from the driving place.

Any motor vehicle with the capacity of exceeding the speed of forty kilometres per hour (40 km/h) must be equipped with a speed indicator located at clear sight of the driver and be constantly in good working condition.

Every motor vehicle assigned to transport people of which the maximum number of occupants is below six (6) including the driver, must be equipped with security belts for the driver and the passenger occupying the front seat of the vehicle. It can also have belts on rear seats.

The characteristics of seat belts are to be determined by the Minister in charge of transport.

Toutefois, les véhicules automoteurs en transit ou ceux des étrangers en séjour au pays pour diverses raisons qui ont des dispositifs de direction à droite, ont un délai ne dépassant pas trois (3) mois pour circuler sur les voiries du pays. Lorsque ce délai est expiré, une autorisation du Ministre ayant le transport dans ses attributions est requise pour leur circulation.

Tout véhicule automobile doit être muni d'un dispositif de marche arrière manœuvrable à partir de la place du conducteur.

Tout véhicule ayant une capacité de dépasser une vitesse de quarante kilomètres par heure (40 km/h) doit être muni d'un indicateur de vitesse placé en vue du conducteur et maintenu constamment en bon état de fonctionnement.

Tout véhicule automobile affecté au transport de personnes dont le nombre maximum d'occupants est inférieur à six (6), le conducteur y compris, doit être doté de ceintures de sécurité destinées au conducteur et au passager occupant le siège avant du véhicule. Il peut également avoir des ceintures sur les autres sièges arrière.

Les caractéristiques auxquelles doivent répondre les ceintures de sécurité sont déterminées par le Ministre ayant le transport dans ses attributions.

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Buri kinyabiziga kigomba kugira ibintu bikurikira :

1° icyapa kiburira cya mpandeshatu zingana nibura na santimetero mirongo ine (40) buri ruhande, imikaba y'ibara ritukura ingana nibura na santimetero eshanu (5) z'ubugari, byaba bifite indiba ikaba igomba kuba ifite ibara rigaragara, imikaba y'ibara ritukura ibengerana cyangwa ifite umusozo ngarururumuri. Ibyo bikoresho byose bigomba kuba bishobora guhagarikwa ku buryo bufashe.

2° Agahago k'ubutabazi karimo nibura ibipfuko bine (4) bitanduzwa byagenewe buri muntu, udufatisho tw'ibipfuko bine (4) cyangwa ibikwasi bine (4) bitifungura, agacupa k'umuti wo kwica mikorobi. Ako gahago kagomba kuba kanditseho ibi bikurikira: “ubutabazi bwihutirwa mu gihe hategerejwe muganga” “gufasha guhumeka umunwa ku w'uwundi”.

3° ikintu kiyibuza kwibwa gituma itava aho iri cyangwa kigafunga icyuma cyayo cy'ingenzi igihe ihagaritswe igihe kirekire.

Ikiyabiziga kigendeshwa na moteri kiriho ibyuma ntamenwa cyangwa ikindi cyose gituma gikoreshwa mu gutera cyangwa kwitabara ntigishobora kugenda mu nzira nyabagendwa kidafite uruhushya rwihariye rwa Minisitiri ufite gutwara abantu n'ibintu

Every motor vehicle must have the following accessories :

1° a danger signal consisting of an equilateral triangle of at least forty centimetre (40 cm) of size, with red border of at least fifty centimetre (50 cm) of width, a clear-coloured bottom if they have one, the red borders being lightened transparently or provided with reflecting bandage All those accessories shall be able to stand in a vertical and stable position.

2° an emergency box containing at least four (4) individual bandages of sterilised gauze, four (4) site clips for bandages or four (4) safety pins, a small bottle of disinfectant. The box must be marked with the following notice: “emergency care waiting for the doctor's arrival” and “artificial breathing by mouth to mouth”.

3° a burglar proof device to avoid the breaking down or damaging of an essential auto parts when the motor vehicle is in parking for a long time.

A motor vehicle equipped with armour or any other device permitting to use it in aggression or defence cannot move on the public way without a special authorisation of the Minister in charge of transport or his/her representative. However this requirement shall not be applicable to Armed

Tout véhicule automoteur doit avoir les accessoires suivants :

1° un signal de danger consistant en un triangle équilatéral d'au moins quarante centimètre (40 cm) de côté, à bords rouge d'au moins cinquante centimètre (50cm) de largeur, s'ils ont un fond, celui-ci avoir une couleur claire, les bords rouges éclairés et transparents et munis d'une bande reflétant. Tous ces accessoires doivent pouvoir être placé en position verticale stable.

2° une trousse de secours contenant au minimum quatre (4) pansements individuels de gaze stérile, quatre (4) agrafes pour pansements ou quatre (4) épingles de sûreté, un flacon de désinfectant. Sur cette trousse, une note suivante doit y être marquée : “soins d'urgence en attendant l'arrivée du médecin” et “respiration assistée bouche à bouche”.

3° un dispositif antivol pour éviter la mise en panne ou le blocage d'une pièce essentielle du véhicule lorsqu'il est en stationnement pour un long moment.

Un véhicule automoteur muni d'un blindage ou d'un dispositif quelconque permettant de l'utiliser lors d'agression ou de défense ne peut circuler sur la voie publique sans autorisation spéciale du Ministre ayant le transport dans ses attributions ou son représentant. Cependant, cette condition n'est pas

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mu nshingano ze cyangwa umuhagarariye. Icyakora ibi ntibikurikizwa ku binyabiziga by'Ingabo z'Igihugu.

Forces vehicles.

applicable aux véhicules des forces armées.

Birabujijwe kwongera ku mpande z'ikinyabiziga kigendeshwa na moteri cyangwa velomoteri imitako cyangwa ibindi bitari ngombwa kandi bishobora gutera ibyago abandi bagendera mu nzira nyabagendwa.

It is forbidden to add outside a motor vehicle or a moped unnecessary ornaments or accessories which can constitute a danger for other users of the public way.

Il est interdit d'ajouter à l'extérieur d'un véhicule automoteur ou d'un cyclomoteur des ornements ou des accessoires qui ne sont pas indispensables et qui sont susceptibles de constituer un danger pour les autres usagers de la voie publique.

Uretse igihe ikinyabiziga gikururwa n'ikindi, nta kinyabiziga gifite moteri gishobora kugenda mu muhanda, ahamanuka, moteri itaka cyangwa vitensi zidakora".

Except when trailed by another vehicle, no motor vehicle shall move on side roadways when its engine is off or its gears are in neutral".

Sauf s'il est pris en remorque par un autre véhicule, aucun véhicule automoteur ne peut circuler sur les chaussées en déclivité si son moteur est arrêté ou si son levier de vitesse est au point mort".

Ingingo ya 4: Abagizi Komite y'Igihugu Ngishwanama ishinzwe umutekano mu mihanda

Article 4: Composition of the Consultative National Road Safety Committee

Article 4: Composition du Comité National Consultatif de sécurité routière

Ingingo ya 145 y'Iteka rya Perezida n° 85/01 ryo ku wa 02/09/2002 rishyiraho amabwiriza rusange agenga imihanda n'uburyo bwo kuyigendamo ihinduwe kandi yujijwe ku buryo bukurikira :

Article 145 of the Presidential Decree n° 85/01 of 02/09/2002 regulating General Traffic Police and Road Traffic is modified and complemented as follows:

L'Article 145 de l'Arrêté Présidentiel n° 85/01 du 02/09/2002 portant règlement général de la police du roulage et de la circulation routière tel que modifié et complété à ce jour est modifié et complété comme suit :

“Komite y'Igihugu Ngishwanama y'umutekano w'umuhanda, yitwa Komite mu ngingo zikurikira, igizwe n'aba bakurikira:

“A Consultative National Road Safety Committee hereinafter called Committee, shall be composed as follows:

“Le Comité National Consultatif de Sécurité Routière ci-dessous dénommé Comité, est composé comme suit:

1° Komiseri Ushinzwe Umutekano w'Umuhanda muri Polisi y'Igihugu: Perezida;

1° the Commissioner in Charge of Traffic Police : Chairman;

1° le Commissaire chargé de l'Unité Sécurité Routière de la Police Nationale : Président ;

2° Umuyobozi w'Ikigo cy'Igihugu Gishinzwe Iterambere rya Transiporo:

2° the Director General of Rwanda Transport Development Agency: Vice-

2° le Directeur General de l'Office pour la promotion pour le Développement du

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Visi Perezida;	Chairman;	Transport : Vis président ;
3° Umujyanama mu by'Amategeko muri Polisi y'Igihugu: Umunyamabanga;	3° Legal Officer in Rwanda National Police: Secretary;	3° Conseiller juridique à la Police Nationale : Secrétaire ;
4° uhagarariye Umujyi wa Kigali: Ugize inama;	4° a representative of Kigali City: Member;	4° un représentant de la Ville de Kigali : membre ;
5° uhagarariye koperative za Transiporo: Ugize inama;	5° a representative of Transport Agency Forum: member;	5° un représentant des coopératives de transports : membre ;
6° uyobora Ishami rya Transiporo muri Minisitiri ifite gutwara abantu n'ibintu mu nshingano zayo: ugize inama;	6° the Director of transport Unit in the Ministry in charge of Transport: member;	6° le Directeur du département des Transports au Ministère des Transports: membre ;
7° Umuyobozi ushinze isesengura mu by'umutekano muri Minisitiri y'Umutekano mu Gihugu: Ugize inama”.	7° Director of Security Analysis in the Ministry of Internal Affairs: member”.	7° le Directeur chargé de l'analyse en matière de sécurité au Ministère de l'Intérieur : membre”.

Ingingo ya 5: Abashinzwe kubahiriza iri teka

Minisitiri w'Intebe, Minisitiri w'Ibikorwa Remezo, Minisitiri w'Ingabo, Minisitiri w'Ububanyi n'Amahanga n'Ubutwemerane, Minisitiri w'Ubutegetsi bw'Igihugu, Minisitiri w'Umutekano mu Gihugu na Minisitiri w'Imari n'Igenamigambi basabwe kubahiriza iri teka.

Article 5: Authorities responsible for the implementation of this Order

The Prime Minister, the Minister of Infrastructure, the Minister of Defense, the Minister of Foreign Affairs and Cooperation, the Minister of Local Government, the Minister of Internal Security and the Minister of Finance and Economic Planning are entrusted with the implementation of this Order.

Article 5: Autorités chargées de l'exécution du présent arrêté

Le Premier Ministre, le Ministre de l'Infrastructure, le Ministre de la Défense, le Ministre des Affaires Etrangères et de la Coopération, le Ministre de l'Administration Locale, le Ministre de la Sécurité Intérieure et le Ministre des Finances et de la Planification Economique sont chargés de l'exécution du présent arrêté.

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Ingingo ya 6: Ivanwaho ry'ingingo zinyuranyije n'iri teka

Ingingo zose z'amateka abanziriza iri teka kandi zinyuranyije na ryo zivanyweho.

Ingingo ya 7: Igihe iteka ritangira gukurikizwa

Iri teka ritangira gukurikizwa ku muni ritangarijweho mu Igazeti ya Leta ya Repubulika y'u Rwanda.

Kigali, ku wa 25/02/2015

(sé)
KAGAME Paul
Perezida wa Repubulika

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

Bibonywe kandi bishyizweho Ikirango cya Repubulika:

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera/Intumwa Nkuru ya Leta.

Article 6: Repealing provision

All prior provisions contrary to this Order are hereby repealed.

Article 7: Commencement

This Order shall come into force on the date of its publication in the Official Gazette of the Republic of Rwanda.

Kigali, on 25/02/2015

(sé)
KAGAME Paul
President of the Republic

(sé)
MUREKEZI Anastase
Prime Minister

Seen and sealed with the Seal of the Republic:

(sé)
BUSINGYE Johnston
Minister of Justice/Attorney General

Article 6: Disposition abrogatoire

Toutes les dispositions antérieures contraires au présent arrêté sont abrogées

Article 7: Entrée en vigueur

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda.

Kigali, le 25/02/2015

(sé)
KAGAME Paul
Président de la République

(sé)
MUREKEZI Anastase
Premier Ministre

Vu et scellé du Sceau de la République:

(sé)
BUSINGYE Johnston
Ministre de la Justice/Garde des Sceaux

ITEKA RYA PEREZIDA N°26/01 RYO KU PRESIDENTIAL ORDER N°26/01 OF ARRETE PRESIDENTIEL N°26/01 DU
WA 25/02/2015 RIVANAHO ITEKA RYA 25/02/2015 REPEALING PRESIDENTIAL 25/02/2015 ABROGEANT L'ARRETE
PEREZIDA N° 3/11 RYO KU WA ORDER N° 3/11 OF 03/01/1991 PRESIDENTIEL N° 3/11 DU 03/01/1991
03/01/1991 RISHYIRAHO IMBAGO ESTABLISHING NATIONAL ROAD DETERMINANT L'EMPRISE DES ROUTES
Z'IMIHANDA YA LETA N'UKO RESERVES AND THEIR CLASSIFICATION NATIONALES ET PORTANT LEUR
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ISHAKIRO

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ITEKA RYA PEREZIDA N°26/01 RYO KU WA 25/02/2015 RIVANAHO ITEKA RYA PEREZIDA N°3/11 RYO KU WA 03/01/1991 RISHYIRAHO IMBAGO Z'IMIHANDA YA LETA N'UKO IGABANYIJE **PRESIDENTIAL ORDER N°26/01 OF 25/02/2015 REPEALING PRESIDENTIAL ORDER N°3/11 OF 03/01/1991 ESTABLISHING NATIONAL ROAD RESERVES AND THEIR CLASSIFICATION** **ARRETE PRESIDENTIEL N°26/01 DU 25/02/2015 ABROGEANT L'ARRETE PRESIDENTIEL N°3/11 DU 03/01/1991 DETERMINANT L'EMPRISE DES ROUTES NATIONALES ET PORTANT LEUR CLASSIFICATION**

Twebwe, KAGAME Paul,
PerezidawaRepubulika;

We, KAGAME Paul,
President of the Republic;

Nous, KAGAME Paul,
Président de la République ;

Dushingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo kuwa 04 Kamena 2003 nk'uko ryavuguruwe kugeza ubu, cyane cyane mu ngingo zaryo, iya 112, iya 113, iya 121 n'ya 201;

Pursuant to the Constitution of the Republic of Rwanda of 04 June 2003 as amended to date, especially in Articles 112, 113, 121 and 201;

Vu la Constitution de la République du Rwanda du 04 juin 2003 telle que révisée à ce jour, spécialement en ses articles 112, 113, 120 et 201;

Dushingiye ku Itegeko n° 55/2011 ryo ku wa 14/12/2011 rigenga imihanda mu Rwanda, cyane cyane mu ngingo yaryo ya 4;

Pursuant to Law n° 55/2011 of 14/12/2011 governing roads in Rwanda, especially in Article 4;

Vu la Loi n° 55/2011 du 14/12/2011 régissant les routes au Rwanda, spécialement en son articles 4;

Dusubiye ku Iteka rya Perezida n° 3/11 ryo ku wa 03/01/1991 rishyiraho imbago z'imihanda ya Leta n'uko igabanyije;

Having reviewed Presidential Order n°3/11 of 03/01/1991 establishing national road reserves and their classification;

Revu l'Arrêté Présidentiel n° 3/11 du 03/01/1991 déterminant l'emprise des routes nationales et portant leur classification;

Bisabwe na Minisitiri w'Ibikorwa Remezo;

On proposal by the Minister of Infrastructure;

Sur proposition du Ministre des Infrastructures;

Inama y'Abaminisitiri yateranye ku wa 15/12/2015 imaze kubisuzuma no kubyemeza;

After consideration and approval by the Cabinet, in its session of 15/12/2015;

Après examen et adoption par le Conseil des Ministres en sa séance du 15/12/2015 ;

TWATEGETSE KANDI DUTEGETSE:

HAVE ORDERED AND HEREBY ORDERS:

AVONS ARRETE AND ARRETONS :

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Ingingo ya mbere: Ivanwaho ry’iteka

Iteka rya Perezida n° 3/11 ryo ku wa 03/01/1991 rishyiraho imbago z’imihanda ya Leta n’uko igabanijwe rivanyweho.

Article One: Repealing an Order

Presidential Order n° 3/11 of 03/01/1991 establishing national road reserves and their classification is hereby repealed.

Article premier: Abrogation d’un arrêté

L’Arrêté Présidentiel n° 3/11 du 03/01/1991 déterminant l’emprise des routes nationales et portant leur classification est abrogé.

Ingingo ya 2: Abashinzwe kubahiriza iri teka

Minisitiri w’Intebe na Minisitiri w’Ibikorwa Remezo basabwwe kubahiriza iri teka.

Article 2: Authorities responsible for the implementation of this Order

The Prime Minister and the Minister of Infrastructure are entrusted with the implementation of this Order.

Article 2: Autorités chargées de l’exécution du présent arrêté

Le Premier Ministre et le Ministre de l’Infrastructure sont chargés de l’exécution du présent arrêté.

Ingingo ya 3: Igihe iteka ritangira gukurikizwa

Iri teka ritangira gukurikizwa ku muni ritangarijweho mu Igazeti ya Leta ya Repubulika y’u Rwanda.

Article 3: Commencement

This Order shall come into force on the date of its publication in the Official Gazette of the Republic of Rwanda.

Article 3: Entrée en vigueur

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda.

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Kigali, ku wa 25/02/2015

Kigali, on 25/02/2015

Kigali, le 25/02/2015

(sé)

KAGAME Paul
Perezida wa Repubulika

(sé)

KAGAME Paul
President of the Republic

(sé)

KAGAME Paul
Président de la République

(sé)

MUREKEZI Anastase
Minisitiri w'Intebe

(sé)

MUREKEZI Anastase
Prime Minister

(sé)

MUREKEZI Anastase
Premier Ministre

**Bibonywe kandi bishyizweho Ikirango cya
Repubulika:**

Seen and sealed with the Seal of the Republic:

Vu et scellé du Sceau de la République :

(sé)

BUSINGYE Johnston
Minisitiri w'Ubutabera/Intumwa Nkuru ya
Leta

(sé)

BUSINGYE Johnston
Minister of Justice/Attorney General

(sé)

BUSINGYE Johnston
Ministre de la Justice/Garde des Sceaux

ITEKA RYA MINISITIRI W'INTEBE N° 28/03 RYO KU WA 24/02/2015 RISHYIRAHO IMBONERAHAMWE Y'IMYANYA Y'IMIRIMO, IMISHAHARA N'IBINDI BIGENERWA ABAKOZI BA KOMISIYO Y'U RWANDA ISHINZWE IVUGURURWA RY'AMATEGEKO (RLRC)

PRIME MINISTER'S ORDER N° 28/03 OF 24/02/2015 DETERMINING ORGANISATIONAL STRUCTURE, SALARIES AND FRINGE BENEFITS FOR EMPLOYEES OF THE RWANDA LAW REFORM COMMISSION (RLRC)

ARRETE DU PREMIER MINISTRE N°28/03 DU 24/02/2015 PORTANT STRUCTURE ORGANISATIONNELLE, SALAIRES ET AVANTAGES ACCORDES AU PERSONNEL DE LA COMMISSION RWANDAISE DE REFORME DU DROIT (RLRC)

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ITEKA RYA MINISITIRI W'INTEBE N°28/03 RYO KU WA 24/02/2015 RISHYIRAHU IMBONERAHAMWE Y'IMYANYA Y'IMIRIMO, IMISHAHARA N'IBINDI BIGENERWA ABAKOZI BA KOMISIYO Y'U RWANDA ISHINZWE IVUGURURWA RY'AMATEGEKO (RLRC)

Minisitiri w'Intebe;

Ashingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo kuwa 04 Kamena 2003 nk'uko ryavuguruwe kugeza ubu, cyane cyane mu ngingo zaryo, iya 118, iya 119, iya 121 n'iya 201;

Ashingiye ku Itegeko n° 86/2013 ryo ku wa 11/09/2013 rishyiraho Sitati Rusange igenga Abakozi ba Leta, cyane cyane mu ngingo yaryo ya 52;

Ashingiye ku Itegeko n° 35/2014 ryo ku wa 28/11/2014 rihindura kandi ryuzuzanya Itegeko n° 44/2013 ryo ku wa 16/06/2013 rishyiraho Komisiyo y'u Rwanda ishinzwe Ivugururwa ry'Amategeko (RLRC) rikanagena inshingano, imiterere n'imikorere byayo;

Asubiye ku Iteka rya Minisitiri w'Intebe n°53/03 ryo kuwa 14/07/2012 rishyiraho imishahara n'ibindi bigenerwa abakozi bo mu Butegetsi Bwite bwa Leta nk'uko ryahinduwe kandi ryujwe kugeza ubu;

PRIME MINISTER'S ORDER N°28/03 OF 24/02/2015 DETERMINING ORGANISATIONAL STRUCTURE, SALARIES AND FRINGE BENEFITS FOR EMPLOYEES OF THE RWANDA LAW REFORM COMMISSION (RLRC)

The Prime Minister;

Pursuant to the Constitution of 04 June 2003 of the Republic of Rwanda as amended to date especially in Articles 118, 119, 121 and 201;

Pursuant to Law n° 86/2013 of 11/09/2013 establishing the general statutes for Public Service, especially in its article 52;

Pursuant Law n°35/2014 of 28/11/2014 modifying and complementing Law n° 44/2013 of 16/06/2013 establishing the Rwanda Law Reform Commission (RLRC) and determining its mission, organization and Functioning;

Reviewing the Prime Minister's Order n°53/03 of 14/07/2012 establishing salaries and fringe benefits for public servants of the Central Government as modified and complemented;

ARRETE DU PREMIER MINISTRE N°28/03 DU 24/02/2015 PORTANT STRUCTURE ORGANISATIONNELLE, SALAIRES ET AVANTAGES ACCORDES AU PERSONNEL DE LA COMMISSION RWANDAISE DE REFORME DU DROIT (RLRC)

Le Premier Ministre;

Vu la Constitution de la République du Rwanda du 04 juin 2003 telle que révisée à ce jour, spécialement en ses articles 118, 119, 121 et 201;

Vu la Loi n°86/2013 du 11/09/2013 portant statut général de la fonction publique, spécialement en son article 52;

Vu la Loi n° 35/2014 du 28/11/2014 modifiant et complétant la Loi n° 44/2013 de la 16/06/2013 portant création de la Commission Rwandaise de Réforme du Droit (RLRC) et déterminant sa mission, son organisation et son fonctionnement ;

Revu l'Arrêté du Premier Ministre n°53/03 du 14/07/2012 fixant les salaires et autres avantages accordés au personnel de l'Administration Centrale tel que modifié à ce jour;

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Asubiye ku Iteka rya Minisitiri w'Intebe n°42/03 ryo kuwa 20/05/2011 rishyiraho imbonerahamwe n'incamake y'imyanya y'imirimu muri Komisiyo y'Igihugu ishinzwe Ivugururwa ry'Amategeko (NLRC) Reviewing the Prime Minister's Order n° 42/03 of 20/05/2011 determining the organizational structure and summary of job positions of the National Law Reform Commission (NLRC) Revu l'Arrêté du Premier Ministre N° 42/03 du 20/05/2011 déterminant l'organigramme et la synthèse des emplois de la Commission Nationale de Réforme Législative(NLRC)

Bisabwe na Minisitiri w'Abakozi ba Leta n'Umurimo; On proposal by the Minister Public Service and Labour; Sur proposition du Ministre de la Fonction Publique et du Travail;

Inama y'Abaminisitiri yateranye ku wa 13/02/2015 imaze kubisuzuma no kubyemeza. After consideration and approval by the Cabinet in session of 13/02/2015. Après examen et adoption par le Conseil des Ministres en sa séance du 13/02/2015.

ATEGETSE:

HEREBY ORDERS:

ARRETE:

Ingingo ya mbere: Icyo iri teka rigamije

Article One: Purpose of this Order

Article premier: Objet du présent arrêté

Iri teka rishyiraho imbonerahamwe y'imyanya y'imirimu, imishahara n'ibindi bigenerwa Abakozi bo muri Komisiyo y'Igihugu ishinzwe Ivugururwa ry'Amategeko (RLRC). This Order determines the organizational structure, salaries and fringe benefits for employees of the Rwanda Law Reform Commission (RLRC). Le présent arrêté fixe la structure organisationnelle, salaires et avantages accordés au personnel de la Commission Rwandaise de Réforme du Droit (RLRC).

Ingingo ya 2: Imbonerahamwe y'imyanya y'imirimu

Article 2: Organizational structure

Article 2: Structure organisationnelle

Imbonerahamwe y'imyanya y'imirimu n'ibisabwa ku myanya y'imirimu ya RLRC iri ku mugereka wa I n'uwa II y'iri teka. The organizational structure and job profiles for RLRC is in annex I and II of this Order. La structure organisationnelle et les profils d'emplois de RLRC est en annexes I et II du présent arrêté.

Ingingo 3: Igenwa ry'Umushahara

Article 3: Determination of the salary

Article 3: Détermination du salaire

Imishahara y'Abakozi bo muri RLRC igenwa hashingiwe ku mbonerahamwe y'urutonde rw'imirimu kandi hakurikijwe amahame ngenderwaho mu kubara imishahara mu Salaries for employees of RLRC shall be determined basing on the job classification and in accordance with general principles on salary calculation in Public Service. Les salaires accordés au personnel de RLRC sont déterminés suivant la classification des emplois et conformément aux principes généraux de fixation des salaires dans la fonction publique.

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Butegetsu bwa Leta.

Urwego, umubare fatizo, agaciro k'umubare fatizo n'umushahara mbumbe bigendana na buri mwanya w'umurimo muri RLRC biri ku mugereka wa III w'iri teka.

The level index value and the gross salary corresponding to each job position in are in annex III of this Order.

Le niveau, l'indice, la valeur indiciaire et le salaire brut correspondant à chaque emploi au sein de la Commission Rwandaise de Réforme du Droit sont en annexe III du présent arrêté.

Ingingo 4: Ibigize umushahara mbumbe

Article 4: Composition of the gross salary

Article 4: Composition du salaire brut

Umushahara mbumbe wa buri kwezi ku Mukozi ukubiyemo iby'ingenzi bikurikira:

The monthly gross for each employee shall mainly be composed of the following:

Le salaire brut mensuel pour chaque agent comprend principalement :

1 ° umushahara fatizo;

1 ° basic salary;

1 ° le salaire de base;

2 ° indamunite y'icumbi;

2 ° housing allowance;

2 ° l'indemnité de logement ;

3 ° indamunite y'urugendo;

3 ° transport allowance;

3 ° l'indemnité de transport ;

4 ° inkunga ya Leta mu bwiteganyirize bw'umukozi;

4 ° State contribution for social security;

4 ° la contribution de l'Etat à la sécurité sociale ;

5 ° inkunga ya Leta yo kuvuza umukozi.

5 ° State contribution for medical care.

5 ° la contribution de l'Etat aux soins médicaux.

Indamunite y'urugendo ivugwa mu gika cya mbere cy'iyi ngingo ntigenerwa Abayobozi bari ku nzego z'imirimo za "E", "F" na "H/2" borohererwa ingengo hakurikijwe amabwiriza ya Minisitiri ufite Gutwara Abantu mu nshingano ze; ndetse n'Abakozi bari ku rwego rwa "3" bagenerwa indamunite yihariye y'urugendo hakurikijwe amabwiriza ya Minisitiri ufite Abakozi ba Leta mu nshingano ze.

The transport allowance specified in the Paragraph One of this Article shall not be granted to officials positioned on levels "E", "F", "G/1.IV" and "H/2" whose transport is facilitated in accordance with Instructions of the Minister in charge of transport. It shall not also be granted to public servants positioned on level "3" who are entitled to special transport allowance in accordance with Instructions of the Minister in charge public service.

L'indemnité de transport dont question à l'alinéa premier du présent article n'est pas allouée aux Agents de l'Etat aux postes de niveau "E", "F", "G/1.IV" et "H/2" pour lesquels le transport est facilité selon les Instructions du Ministre ayant le transport dans ses attributions, ainsi que ceux aux poste de niveau "3" qui bénéficient l'indemnité spéciale de transport conformément aux instructions du Ministre ayant la fonction publique dans ses attributions.

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Ingingo ya 5: Ibindi bigenerwa Perezida wa RLRC

Perezida wa RLRC agenerwa ibindi bimufasha gutunganya umurimo bikurikira:

- 1 ° amafaranga y'itumanaho rya telefoni yo mu biro angana n'ibihumbi ijana y'u Rwanda (100.000 Frw) buri kwezi, amafaranga ibihumbi mirongo ine y'u Rwanda (40.000Frw) buri kwezi ya internet igendanwa n'ay'itumanaho rya telefoni igendanwa angana n'ibihumbi ijana na mirongo itanu (150.000 Frw) buri kwezi;
- 2 ° amafaranga yo kwakira abashyitsi mu kazi angana n'ibihumbi magana atatu y'u Rwanda (300.000 frw) buri kwezi anyura kuri konti y'urwego bireba;
- 3 ° Leta imworohera ingendo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu n'ibintu mu nshingano ze.

Ingingo ya 6: Ibindi bigenerwa Visi Perezida hamwe n'Umunyamabanga Mukuru ba RLRC bari ku rwego rwa "F"

Visi Perezida hamwe n'Umunyamabanga Mukuru ba RLRC bari ku rwego rwa "F" bagenerwa ibindi bibafasha gutunganya imirimo mu buryo bikurikira:

Article 5: Fringe benefits for the Chairperson of RLRC

The Chairperson of RLRC shall be entitled to the following fringe benefits:

- 1 ° one hundred thousand Rwandan francs (Rwf 100,000) each month for office telephone communication and forty thousand Rwandan francs (Rwf 40,000) per month for wireless internet connection and one hundred and fifty thousand Rwandan francs (Rwf 150,000) per month for mobile phone communication;
- 2 ° office guest's entertainment allowance of three hundred thousand Rwandan francs (Rwf 300,000) per month and transferred to the institution's account;
- 3 ° the Government shall facilitate his/her transport in accordance with the Instructions of the Minister in charge of transport.

Article 6: Fringe benefits for the Vice Chairperson and for the Secretary General of RLRC on "F" Job classification level

The Vice Chairperson and the Secretary General of RLRC on "F" Job classification level shall be entitled to the following fringe benefits:

Article 5: Avantages alloués au Président de RLRC

Le Président de RLRC bénéficie des avantages suivants :

- 1 ° les frais de communication par téléphone de bureau équivalant à cent mille francs rwandais (100.000 Frw) par mois et les frais d'internet sans fil équivalant à quarante mille francs rwandais (40.000 Frw) par mois et ceux de communication par téléphone portable équivalant à cent cinquante mille francs rwandais (150.000 Frw) par mois ;
- 2 ° les frais de représentation au service équivalant à trois cent mille francs rwandais (300.000 Frw) chaque mois et domiciliés au compte de l'institution concernée;
- 3 ° l'Etat lui facilite le transport conformément aux instructions du Ministre ayant le transport dans ses attributions.

Article 6: Avantages alloués au Vice-Président et au Secrétaire Général de RLRC aux postes de niveau "F"

Le Vice-Président et le Secrétaire Général de RLRC au poste de niveau "F" bénéficie des avantages suivants :

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1 ° amafaranga y’itumanaho rya telefoni yo mu biro angana n’ibihumbi ijana y’u Rwanda (100.000 Frw) buri kwezi n’ay’itumanaho rya telefoni igendanwa angana n’ibihumbi ijana y’u Rwanda (100.000 Frw) buri kwezi;

2 ° Leta imworoheraza ingendo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu n’ibintu mu nshingano ze.

1 ° one hundred thousand Rwandan francs (Rwf 100,000) per month for office telephone communication and one hundred thousand Rwandan francs (Rwf 100,000) per month for mobile phone;

2 ° the Government shall facilitate his/her transport in accordance with the Instructions of the Minister in charge of transport.

1 ° cent mille francs rwandais (100.000 Frw) par mois de communication par téléphone de bureau et des frais de communication par téléphone portable équivalant à cent mille francs rwandais (100.000 Frw) par mois ;

2 ° l’Etat lui facilite le transport conformément aux instructions du Ministre ayant le transport dans ses attributions.

Ingingo ya 7: Ibindi bigenerwa ba Heads of Departments bari ku rwego rwa “G/1.IV”

Head of Department uri ku rwego rwa “G/1.IV” agenerwa ibindi bimufasha gutunganya imirimo bikurikira:

1 ° amafaranga y’itumanaho rya telefoni yo mu biro angana n’ibihumbi ijana y’u Rwanda (100.000 Frw) n’ay’itumanaho rya telefone igendanwa angana n’ibihumbi ijana y’u Rwanda (100.000 Frw) buri kwezi;

2 ° Leta imworoheraza ingendo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu n’ibintu mu nshingano ze.

Article 7: Fringe benefits for Heads of Departments on “G/1.IV” job classification level

The Head of Department on “G/1.IV” job classification level shall be entitled to the following fringe benefits:

1 ° one hundred thousand Rwandan francs (Rwf 100,000) each month for office telephone communication and one hundred thousand Rwandan francs (Rwf 100,000) per month for mobile phone communication;

2 ° the Government shall facilitate his/her transport in accordance with the Instructions of the Minister in charge of transport.

Article 7: Avantages alloués aux Chefs de Départements aux postes de niveau “G/1.IV”

Le Chef de Département au poste de niveau “G/1.IV” bénéficie des avantages suivants:

1 ° les frais de communication par téléphone de bureau équivalant à cent mille francs Rwandais (100.000 Frw) et ceux de communication par téléphone portable équivalant à cent mille francs rwandais (100.000 Frw) par mois;

2 ° l’Etat lui facilite le transport conformément aux instructions du Ministre ayant le transport dans ses attributions.

Ingingo ya 8: Ibindi bigenerwa ba Divison Managers na ba Analysts bari ku rwego rwa “2.III”

Ba *Divison Managers* na ba *Analysts* bari ku rwego rwa “2.III” bagenerwa buri wese ibindi bibafasha gutunganya imirimo ku buryo bukurikira:

- 1 ° amafaranga y’itumanaho rya telefoni igendanwa angana n’ibihumbi mirongo irindwi y’u Rwanda (70.000 Frw) buri kwezi;
- 2 ° Leta iborohereza ingendo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu n’ibintu mu nshingano ze.

Ba *Divison Managers* bari ku rwego rw’imirimo rwa “2.III” bafite itsinda ry’abakozi ba Leta bayobora hashingiwe ku mbonerahamwe yemewe, bagenerwa kandi amafaranga y’itumanaho rya telefoni yo mu biro angana n’ibihumbi mirongo irindwi y’u Rwanda (70.000 Frw) buri kwezi.

Ingingo ya 9: Ibindi bigenerwa Abayobozi b’Amashami na ba Specialists bari ku rwego rw’imirimo rwa “3”

Abayobozi b’Amashamina ba *Specialists* bari ku rwego rw’imirimo rwa “3” bagenerwa buri wese ibindi bibafasha gutunganya imirimo ku buryo bukurikira:

Article 8: Fringe benefits for Division Managers and Analysts on “2.III” job classification level

Division Managers and Analysts on “2.III” job classification level shall each be entitled to fringe benefits as follows:

- 1 ° seventy thousand Rwandan francs (Rwf 70,000) each month for mobile phone communication ;
- 2 ° the Government shall facilitate their transport in accordance with the Instructions of the Minister in charge of transport.

Division Managers on level “2.III” with a pool of public servants under their responsibilities in accordance with the approved organizational structure shall also each be entitled to an office telephone communication of seventy thousand Rwandan francs (Rwf 70,000) per month.

Article 9: Fringe benefits for Directors of Units and Specialistson “3” job classification level

Directors of Units and Specialistson “3” job classification level shall each be entitled to fringe benefits as follows:

Article 8: Avantages alloués aux Chefs de Divisions et aux analystes aux postes de niveau “2.III”

Les Chefs de Divisions et Analystes aux postes de niveau “2.III” bénéficient chacune des avantages suivants:

- 1 ° les frais de communication par téléphone portable équivalant à soixante-dix mille francs rwandais (70.000Frw) par mois;
- 2 ° l’Etat leur facilite le transport conformément aux instructions du Ministre ayant le transport dans ses attributions.

Les Chefs de Divisions aux postes de niveau “2.III” ayant des agents de l’Etat placés sous leurs responsabilités suivant la structure organisationnelle approuvée, bénéficient aussi chacun des frais de communication par téléphone de bureau équivalant à soixante-dix mille francs Rwandais (70.000 Frw) par mois.

Article 9: Avantages alloués aux Directeurs et aux Spécialistes d’Unités aux postes de niveau “3”

Les Directeurs d’Unités et Spécialistes aux postes de niveau “3” bénéficient chacun d’autres avantages comme suit:

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- 1° amafaranga y'itumanaho rya telefoni igendanwa angana n'ibihumbi mirongo itatu y'u Rwanda (30.000 Frw) buri kwezi;
- 2° indamunite yihariye y'urugendo hakurikijwe amabwiriza ya Minisitiri ufite abakozi ba Leta mu nshingano ze.

- 1° a mobile phone communication allowance of thirty thousand Rwandan francs (Rwf 30,000) per month;
- 2° A special transport allowance as determined by instructions of the Minister in charge of public service.

- 1° les frais de communication par téléphone portable équivalant à trente mille francs rwandais (30.000 Frw) par mois.
- 2° indemnité spéciale de transport conformément aux Instructions du Ministre ayant la fonction publique dans ses attributions.

Abayobozi b'Amashami bari ku rwego rw'imirimo rwa "3.II" bafite itsinda ry'abakozi ba Leta bayobora hashingiwe ku mbonerahamwe yemewe, bagenerwa kandi amafaranga ibihumbi ijana y'u Rwanda (Rwf 100,000) buri kwezi y'itumanaho rya telefoni yo mu biro.

Directors of Units on level "3.II" with a pool of public servants under their responsibilities in accordance with the approved organizational structure shall also each be entitled to an office telephone communication of one hundred thousand Rwandan francs (Rwf 100,000) per month.

Les Directeurs d'Unités aux postes de niveau "3.II" ayant des agents de l'Etat placés sous leurs responsabilités suivant la structure organisationnelle approuvée, bénéficient aussi chacun des frais de communication par téléphone de bureau équivalant à cent mille francs rwandais (100.000 Frw) par mois.

Ingingo ya 10: Indamunite z'urugendo rw'imodoka

Iyo Abayobozi Bakuru bari ku rwego rwa "E", "F", G/1.IV na "H/2" bagiye mu butumwa imbere mu Gihugu bakoresheje imodoka zabo, Leta ibagenera indamunite y'urugendo hakurikijwe ibiteganywa n'Amabwiriza ya Minisitiri ufite gutwara abantu mu nshingano ze.

Article 10: Mileage allowances

When Senior Officials on levels "E", "F", G/1.IV and "H/2" go on official mission inside the country by using their vehicles, the State pay them mileage allowances in accordance with Instructions of the Minister in charge of transport.

Article 10: Indemnités kilométriques

Lorsque les hauts cadres aux postes de niveaux "E", "F", G/1.IV et "H/2" vont en missions officielles à l'intérieur du pays en utilisant leurs véhicules; l'Etat leur octroie des indemnités kilométriques conformément aux Instructions du Ministre ayant le transport dans ses attributions.

Ingingo ya 11: Abashinzwe gushyira mu bikorwa iri teka

Minisitiri w'Ubutabera, Minisitiri w'Imari n'Igenamigambi, Minisitiri w'Abakozi ba Leta n'Umurimo na Minisitiri w'Ibikorwa Remezo bashinzwe kubahiriza iri teka.

Article 11: Authorities responsible for the implementation of this Order

The Minister of Justice, Minister of Finance and Economic Planning, the Minister of Public Service and Labour and the Minister of Infrastructure are entrusted with the

Article 11: Autorités chargées de l'exécution du présent arrêté

Le Ministre de la Justice, Ministre des Finances et de la Planification Economique, le Ministre de la Fonction Publique et du Travail et le Ministre des Infrastructures sont chargés de l'exécution du

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implementation of this Order.

présent Arrêté.

Ingingo ya 12: Ivanwaho ry'ingingo zinyuranyije n'iri teka

Article 12: Repealing provision

Article 12: Disposition abrogatoire

Ingingo z'amateka abanziriza iri kandi zinyuranyije na ryo bivanyweho.

All other prior provisions contrary to this Order are hereby repealed.

Toutes les autres dispositions antérieures contraires au présent Arrêté sont abrogées.

Ingingo ya 13: Igihe iteka ritangira gukurikizwa

Article 13: Commencement

Article 13: Entrée en vigueur

Iri teka ritangira gukurikizwa ku muni ritangarijweho mu Igazeti ya Leta ya Repubulika y'u Rwanda.

This Order shall come into force on the date of its publication in the Official Gazette of the Republic of Rwanda.

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda.

Kigali, ku wa 24/02/2015

Kigali, on 24/02/2015

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Minisitiri w'Abakozi ba Leta n'Umurimo

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Bibonywe kandi bishyizweho Ikirango cya Repubulika:

Seen and sealed with the Seal of the Republic:

Vu et scellé du Sceau de la République:

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera / Intumwa Nkuru ya Leta

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

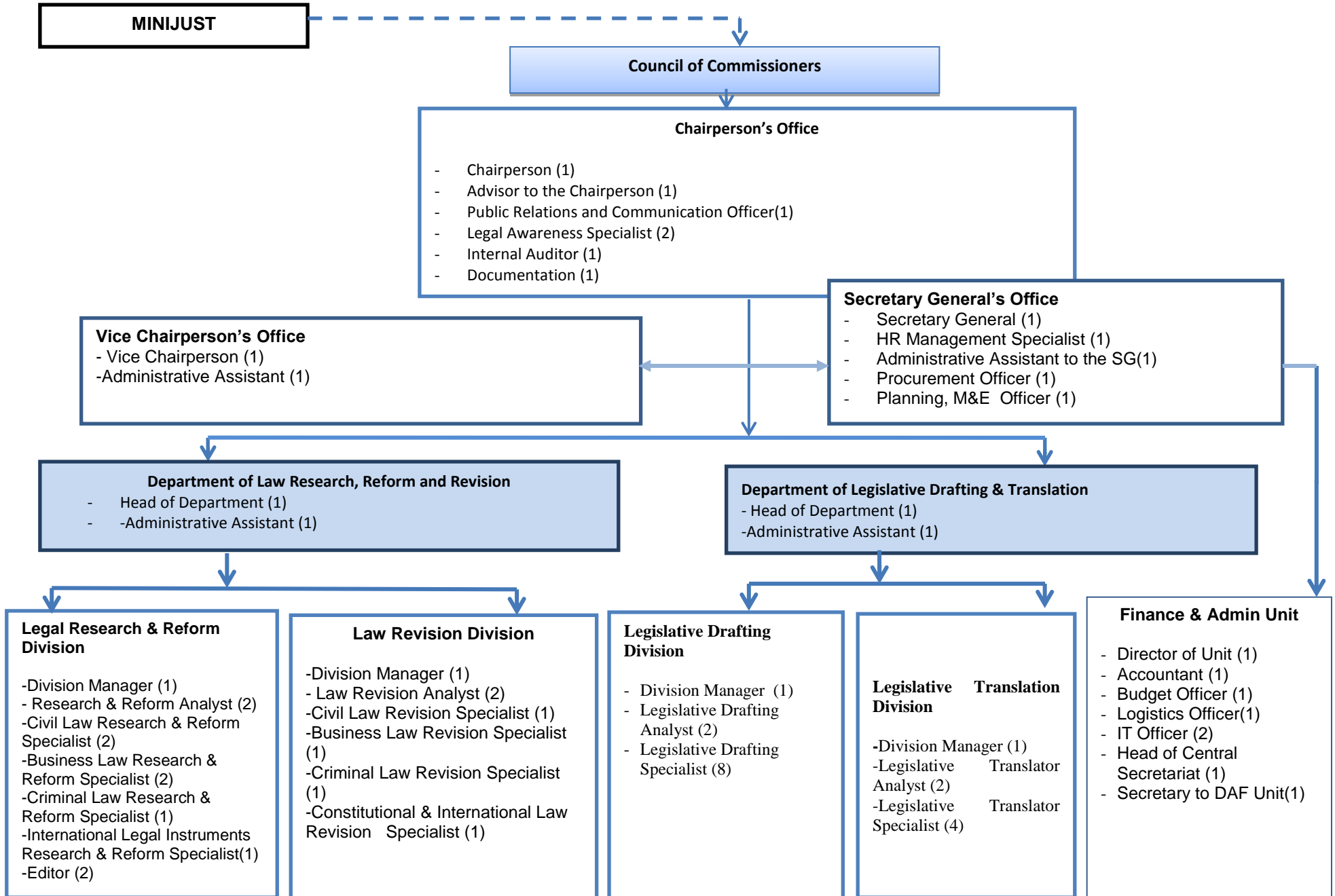
(sé)
BUSINGYE Johnston
Ministre de la Justice / Garde des Sceaux

**UMUGEREKA WA I W'ITEKA RYA
ITEKA RYA MINISITIRI W'INTEBE
N°28/03 RYO KU WA 24/02/2015
RISHYIRAHO IMBONERAHAMWE
Y'IMYANYA Y'IMIRIMO,
IMISHAHARA N'IBINDI BIGENERWA
ABAKOZI BA KOMISIYO Y'U
RWANDA ISHINZWE IVUGURURWA
RY'AMATEGEKO (RLRC)**

**ANNEX I TO PRIME MINISTER'S ORDER
N°28/03 OF 24/02/2015 DETERMINING
ORGANISATIONAL STRUCTURE,
SALARIES AND FRINGE BENEFITS FOR
EMPLOYEES OF THE RWANDA LAW
REFORM COMMISSION (RLRC)**

**ANNEXE I DE L'ARRETE DU PREMIER
MINISTRE N°28/03 DU 24/02/2015 PORTANT
STRUCTURE ORGANISATIONNELLE,
SALAIRES ET AVANTAGES ACCORDES AU
PERSONNEL DE LA COMMISSION
RWANDAISE DE REFORME DU DROIT
(RLRC)**

Official Gazette n° Special of 26/02/2015



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Bibonywe kugira ngo bishyirwe ku n°28/03 ryokuwa 24/02/2015 rishyiraho imbonerahamwe y'imyanya y'imirimo, imishahara n'ibindi bigenerwa abakozi ba Komisiyo y'u Rwanda Ishinzwe Ivugururwa ry'Amategeko (RLRC)

Seen to be annexed to Prime Minister's Order n° 28/03 of 24/02/2015 determining organisational structure, salaries and fringe benefits for employees of the Rwanda Law Reform Commission (RLRC)

Vu pour être annexé à l'Arrêté du Premier Ministre n° 28/03 du 24/02/2015 portant structure organisationnelle, salaires et avantages accordés au personnel de la Commission Rwandaise de Réforme du Droit (RLRC)

Kigali, kuwa 24/02/2015

Kigali, on 24/02/2015

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Minisitiri w'Abakozi ba Leta n'Umurimo

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Bibonywe kandi bishyizweho Ikirango cya Repbulika :

Seen and sealed with the Seal of the Republic:

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera/Intumwa Nkuru ya Leta

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

(sé)
BUSINGYE Johnston
Ministre de la Justice/ Garde des Sceaux

**UMUGEREKA WA II W'ITEKA RYA
ITEKA RYA MINISITIRI W'INTEBE N°
28/03 RYO KU WA 24/02/2015
RISHYIRAHO IMBONERAHAMWE
Y'IMYANYA Y'IMIRIMO,
IMISHAHARA N'IBINDI BIGENERWA
ABAKOZI BA KOMISIYO Y'U
RWANDA ISHINZWE IVUGURURWA
RY'AMATEGEKO (RLRC)**

**ANNEX II TO PRIME MINISTER'S ORDER
N° 28/03 OF 24/02/2015 DETERMINING
ORGANISATIONAL STRUCTURE,
SALARIES AND FRINGE BENEFITS FOR
EMPLOYEES OF THE RWANDA LAW
REFORM COMMISSION (RLRC)**

**ANNEXE II DE L'ARRETE DU PREMIER
MINISTRE N° 28/03 DU 24/02/2015 PORTANT
STRUCTURE ORGANISATIONNELLE,
SALAIRES ET AVANTAGES ACCORDES AU
PERSONNEL DE LA COMMISSION
RWANDAISE DE REFORME DU DROIT
(RLRC)**

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RLRC - SUMMARY OF JOB DESCRIPTION

Administrative Unit	Job Title	Title of Job positions linked to the Job	Job Profile	Proposed Jobs
Office of the Chairperson	Chairperson	Chairperson	Political Appointee	1
	Advisor	Advisor to the Chairperson	<p>A0 in Law with 5 years of working experience or Master's Degree or Equivalent in Law, with 3 years of working experience.</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Deep understanding Government Policies Implementation; - Legal Analytical skills; - Coordination, Planning and Organizational Skills - Report writing and presentation skills; - Leadership Skills; - Interpersonal Skills; - Effective Communication Skills; - Administrative Skills; - Time Management Skills; - Team working Skills; - Computer Literate; - fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	
	Internal Auditor	Internal Auditor	<p>A0 in Finance, Accounting or Management with specialization Finance / Accounting</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Detailed knowledge of financial and Audit Standards, HR & Financial regulations, Procedures and Financial software; - Planning Skill; - High Analytical skills; - Report writing and presentation skills. - Time management skills; - Excellent problem-solving skills and clear logical thinking; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	1

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	Legal Awareness Specialist	Legal Awareness Specialist	A0 in Law with 3 years of working experience or Master's Degree in Legal Studies, Administrative Law, Business Law, Criminal Law, Civil Law or International law with 1 year of working experience Key Technical Skills & Knowledge required: -Excellent legal analytical and innovative skills;-Excellent communication and presentation both oral and in writing skills;-Organizational skills -Marketing/outreach skills-Excellent communication skills-Excellent interpersonal skills-Creativity & Initiative- Good Organizational and Time-management Skills,- Team working Skills;- fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	2
	Public Relations & Communication	Public Relations & Communication Officer	A0 in Communication, International Relations, Journalism, Marketing, Linguistics and Literature. Key technical skills and knowledge required: <ul style="list-style-type: none"> - Excellent communication skills both orally and in writing - Excellent interpersonal skills - Report writing and presentation skills - Computer skills - Creativity and initiative - Good organisational and time-management skills - Team working skills - Effective public relations and public speaking skills - Interviewing skills - Fluent in Kinyarwanda, English and/or French. Knowledge of all is an advantage 	1
	Documentation and Archives	Documentalist	A0 in Library & information Science or A1 in Library & information system, Office Management with 2 years working experience Key Technical Skills & Knowledge required: -proficiency in information technology;-Computer literacy;-Bookkeeping Skills;- Knowledge of integrated document management-Knowledge of archive management software-Knowledge of the documentation management system(DMS) would be an advantage.- Organizational Skills;- Interpersonal Skills;- Planning Skills;- Communication Skills;- Report writing & Presentation skills;- fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	1

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	Administrative Assistant	Administrative Assistant	A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law Key Technical Skills & Knowledge required: - Office Management Skills; - Excellent Communication, Organizational, Interpersonal Skills; - Computer knowledge (Work Processing, Power Point and Internet) - Analytical and problem solving skills; -Time management skills; - Fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage	1
S/Total				8
Office of Vice Chairperson	Vice Chairperson	Vice chairperson	Political Appointee	1
	Administrative Assistant	Administrative Assistant	A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law Key Technical Skills & Knowledge required: - Office Management Skills;- Excellent Communication, Organizational, Interpersonal Skills;- Computer knowledge (Work Processing, Power Point and Internet)- Analytical and problem solving skills;- Time management skills;- Fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage	1
S/Total				2
Secretary General's Office	Secretary General	Secretary General	Political appointee	1

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	Human Resources Management Specialist	Human Resources Management Specialist	<p>A0 in Human Resource Management, Management with Specialization in Human Resource, Business Administration with specialisation in Human Resource Management with 3 years of working experience or Master's Degree in Human Resource Management, Management with Specialization in Human Resource, Business Administration with Specialization in Human Resource Management</p> <p><u>Key Technical Skills & Knowledge required:</u></p> <ul style="list-style-type: none"> -Deep knowledge of Rwandan public service and labor law; - Knowledge in Conflict Management; -knowledge of the regulations applying to payroll procedures; - Knowledge of human resources concepts, practices, policies, and procedures; - Problem Solving Skills; - Computer Skills; - Judgment & Decision Making Skills; - Time management Skills; - Interview Skills; - High analytical Skills; - Team working Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	1
	Procurement	Procurement Officer	<p>A0 in Procurement, Management, Accounting, Law, Public Finance, Economics</p> <p><u>Key Technical Skills & Knowledge required:-</u></p> <ul style="list-style-type: none"> High Analytical Skills; - Negotiation Skills; - Knowledge of basic business and purchasing practices; - Excellent Communication Skills; - Knowledge of state contracting laws, regulations and procedures; - Knowledge of grades, qualities, supply and price trends of commodities; - Time Management Skills; - Decision making Skills; - Computer Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage . 	1

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	Planning, M&E	Planning, M &E Officer	A0 in Economics, Project Management, Management, Development Studies, Business Administration Key Technical Skills & Knowledge required: - Knowledge of results based management, logical framework approach, strategic planning processes and tools;- Knowledge of Rwanda's Public service and Labour Sector Policies and Strategies;- Knowledge of drafting Action Plans and Operational Plans;- Knowledge to conduct policy and analysis and draft proposals;- Knowledge of Monitoring and Evaluation concepts, systems and tools;- Computer Skills;- Organizational Skills;- Communication Skills;- High analytical & Complex Problem Solving Skills;- Judgment & Decision Making Skills;- Time management Skills;- Team working Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	1
	Administrative Assistant	Administrative Assistant to the Secretary General	A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law Key Technical Skills & Knowledge required: - Office Management Skills; - Excellent Communication, Organizational, Interpersonal Skills; - Computer knowledge (Work Processing, Power Point and Internet); - Analytical and problem solving skills; -Time management skills; - Fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage	1
S/Total				5

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Law Research, Reform and Revision Department	Head of Department	Head of Law Research, Reform and Revision Department	<p>Master's Degree in Legal Studies, Administrative Law, Business Law, Criminal Law, Civil Law or International law with 3 years of working experience or A0 in Law with 6 years of working experience and 2 years in a senior position</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Knowledge of Rwandan legal system with a good knowledge of other legal system; -Leadership skills; -Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing; -Excellent research skills; - Excellent leadership skills; - Organizational Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Decision making Skills; - Computer Skills; - Judgment & Decision making skills; - Complex Problem solving Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1
	Administrative Officer	Administrative Officer	<p>A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Office Management Skills; - Excellent Communication, Organizational, Interpersonal Skills;- Computer knowledge (Work Processing, Power Point and Internet)- Analytical and problem solving skills;-Time management skills;- Fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage 	1
S/Total				2

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<p>Law Research & Reform Division</p>	<p>Division Manager</p>	<p>Law Research & Reform Division Manager</p>	<p>A0 in Law with 5 years of working experience or Master's Degree in Legal Studies, Administrative Law, Business Law, Criminal Law, Civil Law or International law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required: -Knowledge of Rwandan legal system with a good knowledge of other legal system; -Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing;- innovativeness and creativity skills;-Knowledge of research tools as well as analyse data;- Organizational Skills; - Interpersonal Skills- Effective communication skills; - Time Management Skills;- Decision making Skills;- Computer Skills;- Judgment & Decision making skills;- Complex Problem solving Skills;- fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	<p align="center">1</p>
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	Law Research & Reform Analyst	Law Research & Reform Analyst	<p>A0 in Law with 5 years of working experience or Master's Degree in Legal Studies, Administrative Law, Business Law, Criminal Law, Civil Law or International law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Knowledge of Rwandan legal system with a good knowledge of other legal system; -Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing; - innovativeness and creativity skills; -Knowledge of research tools as well as analyse data;- Organizational Skills;- Interpersonal Skills - Effective communication skills; - Time Management Skills;- Decision making Skills; - Computer Skills;- Judgment & Decision making skills;- Complex Problem solving Skills; - fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	2
	Civil Law Research & Reform Specialist	Civil Law Research & Reform Specialist	<p>Master's Degree or Equivalent in Civil Law, International Law, Administrative Law, Public Law or Legal Studies with 1 year of working experience or A0 in Law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required:-</p> <ul style="list-style-type: none"> Excellent knowledge in Rwandan civil and administrative law;-Excellent research, analytical and writing skills;- High Analytical Skills;- Interpersonal Skills- Effective communication skills; - Time Management Skills;- Computer Skills;- Complex Problem solving Skills;- Team working Skills;- fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	2

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	Business Law Research & Reform Specialist	Business Law Research & Reform Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree or Equivalent in Property Law, Business Law, Commercial Law, Public Law, Civil Law or International Law with 1 year of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Excellent knowledge in Business law; -Excellent research, analytical and writing skills; - High Analytical Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	2
	Criminal Law Research & Reform Specialist	Criminal Law Research & Reform Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree in Legal Studies, Criminal Law, Criminal Justice, international law or Criminology with 1 year of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Excellent knowledge in Criminal law; -Excellent research, analytical and writing skills; - High Analytical Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1

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	International legal instruments Research & Reform Specialist	International legal instruments Research & Reform Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree or Equivalent in International Economic Law, International Criminal Law or General International Law with 1 year of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Excellent knowledge in International law; -Excellent research, analytical and writing skills; - Deep understanding of national and international human rights mechanisms; - High Analytical Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1
	Editor	Editor	<p>A0 in Languages, Literature, Law , Arts with 3 years of working experience or Master's Degree or Equivalent in Languages, Literature, Law , Arts</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Excellent knowledge in Editing and proof reading of written materials; -Excellent communication, presentation and writing skills; - Interpersonal Skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	2

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S/Total				11
Law Revision Division	Division Manager	Law Revision Division Manager	<p>Master's Degree in Legal Studies, Administrative Law, Business Law, Criminal Law, Civil Law or International law with 3 years of working experience or A0 in Law with 5 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Rwandan legal system with a good knowledge of other legal system; - Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing; - Innovativeness and Creativity Skills; - Organizational Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Decision making Skills; - Computer Skills; - Judgment & Decision making skills; - Complex Problem solving Skills; - Editing skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	1

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	Law Revision Analyst	Law Revision Analyst	<p>Master's Degree in Legal Studies, Administrative Law, Business Law, Criminal Law, Civil Law or International law with 3 years of working experience or A0 in Law with 5 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none">- Knowledge of Rwandan legal system with a good knowledge of other legal system;- Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing;- Innovativeness and Creativity Skills;- Organizational Skills;- Interpersonal Skills- Effective communication skills;- Time Management Skills;- Decision making Skills;- Computer Skills;- Judgment & Decision making skills;- Complex Problem solving Skills;- Editing skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	2
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	Civil Law Revision Specialist	Civil Law Revision Specialist	<p>Master's Degree or Equivalent in Civil Law, International Law, Administrative Law, Law or Legal Studies with 1 year of working experience or A0 in Law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required:- Excellent knowledge in Rwandan civil and administrative law;-Excellent legal analytical skills and writing skills;- Interpersonal Skills- Effective communication skills; - Time Management Skills;- Computer Skills;- Complex Problem solving Skills;- Team working Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	1
	Business Law Revision Specialist	Business Law Revision Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree or Equivalent in Property Law, Business Law, Commercial Law, Public Law, Civil Law or International Law with 1 year of working experience</p> <p>Key Technical Skills & Knowledge required: -Excellent knowledge in Business law; -Excellent legal analytical skills and writing skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	1

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	Criminal Law Revision Specialist	Criminal Law Revision Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree in Legal Studies, Criminal Law, Criminal Justice, International Law or Criminology with 1 year of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Excellent knowledge in Criminal law; -Excellent legal analytical skills and writing skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1
	Constitutional & International Law Revision Specialist	Constitutional & International Law Revision Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree or Equivalent in Constitutional Law, Public Law, Civil Law, International Law, Administrative Law or Legal Studies with 1 year of working experience</p> <p>Key Technical Skills & Knowledge:</p> <ul style="list-style-type: none"> -Excellent knowledge in Constitutional & International law; -Excellent legal analytical skills and writing skills; - Interpersonal Skills- Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1
S/Total				7

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<p>Legislative Drafting & Translation Department</p>	<p>Head of Department</p>	<p>Head of Legislative Drafting & Translation Department</p>	<p>Master's Degree or Equivalent in Legislative Drafting, International Law, Business Law, Legal Studies, Administrative Law, Public Law or Civil Law with 3 years of working experience or A0 in Law with 6 years of working experience and 2 years in senior position.</p> <p>Key Technical Skills & Knowledge: -Knowledge of Rwandan legal system with a good knowledge other legal system; -Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing; -Excellent legislative drafting skills; -Leadership skills; - Organizational Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Decision making Skills; - Computer Skills; - Judgment & Decision making skills; - Complex Problem solving Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	<p align="center">1</p>
	<p>Administrative Officer</p>	<p>Administrative Officer</p>	<p>A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law</p> <p>Key Technical Skills & Knowledge required:- Office Management Skills;- Excellent Communication, Organizational, Interpersonal Skills;- Computer knowledge (Work Processing, Power Point and Internet)- Analytical and problem solving skills;- Time management skills;- Fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage</p>	<p align="center">1</p>
<p align="center">S/Total</p>				<p align="center">2</p>

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<p>Legislative Drafting Division</p>	<p>Division Manager</p>	<p>Legislative Drafting Division Manager</p>	<p>A0 in Law with 5 years of working experience or Master's Degree or Equivalent in Legislative Drafting, International Law, Business Law, Legal Studies, Administrative Law, Public Law or Civil Law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge:</p> <ul style="list-style-type: none"> - Knowledge of Rwandan legal system with a good knowledge of other legal system; - Excellent Legislative Drafting Skills; - Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing; - Organizational Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Decision making Skills; - Computer Skills; - Judgment & Decision making skills; - Complex Problem solving Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	<p align="center">1</p>
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	Legislative Drafting Analyst	Legislative Drafting Analyst	<p>A0 in Law with 5 years of working experience or Master's Degree or Equivalent in Legislative Drafting, International Law, Business Law, Legal Studies, Administrative Law, Public Law or Civil Law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge:-Knowledge of Rwandan legal system with a good knowledge of other legal system;- Excellent Legislative Drafting Skills;-Knowledge to analyse complex legal information and to present it clearly, comprehensively and accurately, both orally and writing;- Organizational Skills;- Interpersonal Skills-Effective communication skills; - Time Management Skills;- Decision making Skills;- Computer Skills;- Judgment & Decision making skills;- Complex Problem solving Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	2
	Legislative Drafting Specialist	Legislative Drafting Specialist	<p>A0 in Law with 3 years of working experience or Master's Degree or Equivalent in Legislative Drafting, International Law, Business Law, Legal Studies, Administrative Law, Public Law or Civil Law with 1 year of working experience</p> <p>Key Technical Skills & Knowledge:</p> <ul style="list-style-type: none"> -Excellent knowledge in Legislative Drafting; -Excellent legal analytical skills and writing skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Computer Skills; - Complex Problem solving Skills; - Team working Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	8
S/Total				11

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<p>Legislative Translation Division</p>	<p>Division Manager</p>	<p>Legislative Translation Division Manager</p>	<p>A0 in Law with 5 years of working experience or Master's Degree or Equivalent in Legislative Drafting, International Law, Business Law, Legal Studies, Administrative Law, Public Law or Civil Law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required:- Familiarity with Rwandan legal system with a good knowledge of other legal system;- Excellent Translation Skills;- Innovativeness and Creativity Skills;- Organizational Skills;- Interpersonal Skills-Effective communication skills; - Time Management Skills;- Decision making Skills;- Computer Skills;- Judgment & Decision making skills;- Complex Problem solving Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	<p align="center">1</p>
	<p>Legislative Translation Analyst</p>	<p>Legislative Translation Analyst</p>	<p>A0 in Law with 5 years of working experience or Master's Degree or Equivalent in Legislative Drafting, International Law, Business Law, Legal Studies, Administrative Law, Public Law or Civil Law with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required: -Familiarity with Rwandan legal system with a good knowledge of other legal system; - Excellent Translation Skills; - Innovativeness and Creativity Skills; - Organizational Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Decision making Skills; - Computer Skills; - Judgment & Decision making skills; - Complex Problem solving Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	<p align="center">2</p>

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	Legislative Translation Specialist	Legislative Translation Specialist	A0 in Applied Translation Studies, Languages, Literature, Law , Arts; Or A0 in Applied Translation Studies, Law , Arts with 3 year of working experience or Master's Degree or Equivalent in Applied Translation Studies, Languages, Literature, Law , Arts with 2 years of working experience Key Technical Skills & Knowledge required:- Excellent knowledge in Translation;-Excellent legal analytical skills and writing skills;- Interpersonal Skills- Effective communication skills; - Time Management Skills;- Computer Skills;- Complex Problem solving Skills;- Team working Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	4
S/Total				7

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<p>Finance & Administration Unit</p>	<p>Director of Unit</p>	<p>Director of Finance & Administration Unit</p>	<p>Accounting Professional Qualification recognized by IFAC (ACCA, CPA); Or A0 Public Finance, Finance, Accounting or Management with specialization in Finance/Accounting with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Rwanda's financial management standards and procedures; - Knowledge of Accounting principles and practices and financial data reporting. - Knowledge of Rwanda Public Financial Law; - Leadership and management skills; - Planning and organizational, Budgeting skills; - Communication skills; - Strong IT skills, particularly in Financial software (SMART IFMIS); - Time management Skills - Interviewing Skills; - Judgment & Decision making skills; - Complex Problem solving; - fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	<p align="center">1</p>
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	Accountant	Accountant	Accounting Professional Qualification recognized by IFAC (ACCA, CPA) or A0 in Finance, Accounting or Management with specialization in Finance/Accounting Key Technical Skills & Knowledge required:- Knowledge of cost analysis techniques;- Knowledge to analyze complex financial information & Produce reports;- Deep understanding of financial accounts;- Planning and organizational skills;- Communication skills;- Strong IT skills, particularly in Financial software (SMART IFMIS);- Judgment & Decision Making Skills;- High Analytical Skills;- Interpersonal skills;- Time management Skills;- Complex Problem solving;- Flexibility Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	1
	Budget	Budget officer	A0 in Finance, Accounting, Management, Economics Key Technical Skills & Knowledge required: - Knowledge of cost analysis techniques; - Planning and organizational skills; - Communication skills; - Strong IT skills, particularly in Financial software(SMART IFMIS); - Judgment & Decision Making Skills; - Deep understanding of financial accounts; - High Analytical Skills - Interpersonal skills; - Time management Skills - Complex Problem solving; -Flexibility Skills; - fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	1

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	ICT Officer	ICT Officer	<p>A0 in Computer Science, Software Engineering, Computer Engineering, Information and Communication Technology, Electronics and Telecommunication Engineering, Information Management System or A1 in Computer Science, Software Engineering, Computer Engineering, Information and Communication Technology, Electronics and Telecommunication Engineering with a Certifications in A+, N+ is required; Certifications in CCNA, MCSE, MCSA, MCTS (.NET),LAMP/WAMP Framework or MCITP are an added advantage</p> <p>Key Technical Skills & Knowledge required:- Broad understanding of computer systems, computer applications and operating systems;- Broad range of technical computer skills;- Analytical and problem-solving skills;- Wide knowledge of office software applications;- Good presentation and communication skills.- Excellent interpersonal skills;</p>	2
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	Logistics	Logistics Officer	<p>A0 in Store Management, Management, Finance, Accounting, Economics, Public Administration, Administrative Sciences</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Management of Material Resources; - Knowledge of supply chain management; - Organizational Skills; - Computer Skills; - Communication Skills; - Report writing & Presentation Skills; - Analytical Skills; - Interpersonal Skills; - Time management Skills; - Negotiation Skills; - Team working Skills - Problem Solving Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage. 	1
	Head of Central Secretariat	Head of Central Secretariat	<p>A1 in Secretariat Studies, Office Management or A0 in Public Administration, Management, Administrative Sciences, Sociology, Social Work, Law with 2 years of working experience</p> <p>Key Technical Skills & Knowledge required:-</p> <ul style="list-style-type: none"> - Knowledge of Office Administration;- - Communication Skills;- - Computer Skills;- - Interpersonal Skills;- - Organizational Skills;- - Stress Management Skills;- - Time Management Skills;- - Bookkeeping Skills;- - Analytical & Problem solving Skills;- - Decision Making Skills;- - fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	1

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	Secretary to DAF Unit	Secretary to DAF Unit	<p>A1 in Secretariat Studies, Office Management or A0 in Public Administration, Management, Administrative Sciences, Sociology, Social Work, Law with 2 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Office Administration; - Communication Skills; - Computer Skills; - Interpersonal Skills; - Organizational Skills; - Stress Management Skills; - Time Management Skills; - Bookkeeping Skills; - Analytical & Problem solving Skills; - Decision Making Skills; - fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	1
S/Total				8
Grand/ Total				63

**UMUGEREKA WA III W'ITEKA RYA
ITEKA RYA MINISITIRI W'INTEBE
N°28/03 RYO KU WA 24/02/2015
RISHYIRAHO IMBONERAHAMWE
Y'IMYANYA Y'IMIRIMO,
IMISHAHARA N'IBINDI BIGENERWA
ABAKOZI BA KOMISIYO Y'U
RWANDA ISHINZWE IVUGURURWA
RY'AMATEGEKO (RLRC)**

**ANNEX III TO PRIME MINISTER'S ORDER
N°28/03 OF 24/02/2015 DETERMINING
ORGANISATIONAL STRUCTURE,
SALARIES AND FRINGE BENEFITS FOR
EMPLOYEES OF THE RWANDA LAW
REFORM COMMISSION (RLRC)**

**ANNEXE III DE L'ARRETE DU PREMIER
MINISTRE N°28/03 DU 24/02/2015 PORTANT
STRUCTURE ORGANISATIONNELLE,
SALAIRES ET AVANTAGES ACCORDES AU
PERSONNEL DE LA COMMISSION
RWANDAISE DE REFORME DU DROIT
(RLRC)**

RLRC SALARY STRUCTURE

POST	I.V	Level	Index	Gross Salary (Rwf/ Month)
Chairperson	500	E	3156	2,011,950
Vice-Chairperson	441	F	2869	1,613,167
Secretary General	441	F	2869	1,613,167
Head of Law Research,Reform and Revision Department	400	1.IV	2608	1,330,080
Head of Legislative Drafting & Translation Department	400	1.IV	2608	1,330,080
Legal Research & Reform Division Manager	400	2.III	1890	1,122,068
Law Revision Division Manager	400	2.III	1890	1,122,068
Legislative Drafting Division Manager	400	2.III	1890	1,122,068
Legislative Translation Service Division Manager	400	2.III	1890	1,122,068
Research & Reform Analyst	400	2.III	1890	1,082,378
Law Revision Analyst	400	2.III	1890	1,082,378
Legislative Drafting Analyst	400	2.III	1890	1,082,378
Legislative Translator Analyst	400	2.III	1890	1,082,378
Legislative Translator Specialist	400	3.II	1369	784,008
Civil Law Research & Reform Specialist	400	3.II	1369	784,008

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Business Law Research & Reform Specialist	400	3.II	1369	784,008
Criminal Law Research & Reform Specialist	400	3.II	1369	784,008
International Legal Instruments Research & Reform Specialist	400	3.II	1369	784,008
Civil Law Revision Specialist	400	3.II	1369	784,008
Business Law Revision Specialist	400	3.II	1369	784,008
Criminal Law Revision Specialist	400	3.II	1369	784,008
Constitutional Law Revision Specialist	400	3.II	1369	784,008
Legislative Drafting Specialist	400	3.II	1369	784,008
Legal Awareness Specialist	400	3.II	1369	784,008
Editor	400	3.II	1369	784,008
Advisor to the Chairperson	400	3.II	1369	784,008
Director of Administration and Finance	400	3.II	1369	784,008
Human Resources Management Specialist	400	3.II	1369	784,008
Public Relations and Communication Officer	400	4.II	1141	647,110
Planning, M&E Officer	400	5.II	951	539,353
IT Officer	400	5.II	951	539,353
Accountant	400	5.II	951	539,353
Budget Officer	400	5.II	951	539,353

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Internal Auditor	400	5.II	951	539,353
Procurement Officer	400	5.II	951	539,353
Logistics Officer	400	5.II	951	539,353
Administrative Assistant to the Chaiperson	400	5.II	951	539,353
Administrative Assistant to the Vice Chairperson	400	5.II	951	539,353
Administrative Assistant to the Secretary General	400	5.II	951	539,353
Documentalist	400	6.II	793	449,744
Administrative Assistant to the Head of Department	400	7.II	660	374,314
Head of Central Secretariat	400	7.II	660	374,314
secretary in Central secretariat Central Secretary	400	8.II	508	288,109

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Bibonywe kugira ngo bishyirwe ku mugereka w'Iteka rya Minisitiri w'Intebe n° 28/03 ryo kuwa 24/02/2015 rishyiraho imbonerahamwe y'imyanya y'imirimo, imishahara n'ibindi bigenerwa abakozi ba Komisiyo y'u Rwanda Ishinzwe Ivugururwa ry'Amategeko (RLRC)

Kigali, kuwa 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
UWIZEYE Judith
Minisitiri w'Abakozi ba Leta n'Umurimo

Bibonywe kandi bishyizweho Ikirango cya Repubulika :

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera/Intumwa Nkuru ya Leta

Seen to be annexed to Prime Minister's Order n° 28/03 of 24/02/2015 determining organisational structure, salaries and fringe benefits for employees of the Rwanda Law Reform Commission (RLRC)

Kigali, on 24/02/2015

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

Seen and sealed with the Seal of the Republic:

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

Vu pour être annexé à l'Arrêté du Premier Ministre n° 28/03 du 24/02/2015 portant structure organisationnelle, salaires et avantages accordés au personnel de la Commission Rwandaise de Réforme du Droit (RLRC)

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Ministre de la Justice/ Garde des Sceaux

ITEKA RYA MINISITIRI W'INTEBE N°29/03 RYO KU WA 24/02/2015 RIGENA IMISHAHARA N'IBINDI BIGENERWA ABAKOZI B'IHAHIRO RY'INGABO Z'U RWANDA NA POLISI Y'U RWANDA (AFOS)

PRIME MINISTER'S ORDER N°29/03 OF 24/02/2015 DETERMINING SALARIES AND FRINGE BENEFITS FOR EMPLOYEES OF RWANDA DEFENSE FORCES AND RWANDA NATIONAL POLICE SHOP (AFOS)

ARRETE DU PREMIER MINISTRE N°29/03 DU 24/02/2015 PORTANT SALAIRES ET AVANTAGES ACCORDES AU PERSONNEL DU COMPTOIR D'ACHAT DES FORCES RWANDAISES DE LA DEFENSE ET DE LA POLICE NATIONALE DU RWANDA (AFOS)

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ITEKA RYA MINISITIRI W'INTEBE N°29/03 RYO KU WA 24/02/2015 RIGENA IMISHAHARA N'IBINDI BIGENERWA ABAKOZI B'IHAHIRO RY'INGABO Z'U RWANDA NA POLISI Y'U RWANDA (AFOS)

PRIME MINISTER'S ORDER N°29/03 OF 24/02/2015 DETERMINING SALARIES AND FRINGE BENEFITS FOR EMPLOYEES OF RWANDA DEFENSE FORCES AND RWANDA NATIONAL POLICE SHOP (AFOS)

ARRETE DU PREMIER MINISTRE N°29/03 DU 24/02/2015 PORTANT SALAIRES ET AVANTAGES ACCORDES AU PERSONNEL DU COMPTOIR D'ACHAT DES FORCES RWANDAISES DE LA DEFENSE ET DE LA POLICE NATIONALE DU RWANDA (AFOS)

Minisitiri w'Intebe;

The Prime Minister;

Le Premier Ministre;

Ashingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo kuwa 04 Kamena 2003 nk'uko ryavuguruwe kugeza ubu, cyane cyane mu ngingo zaryo iya 118, iya 119, iya 121 n'ya 201;

Pursuant to the Constitution of 4 June 2003 of the Republic of Rwanda as amended to date especially in Articles 37, 118, 119, 121 and 201;

Vu la Constitution de la République du Rwanda du 04 juin 2003, telle que révisée à ce jour, spécialement en ses articles 118, 119, 121 et 201;

Ashingiye ku Itegeko n° 86/2013 ryo ku wa 11/09/2013 rishyiraho Sitati Rusange igenga Abakozi ba Leta, cyane cyane mu ngingo yaryo ya 52;

Pursuant to Law n° 86/2013 of 11/09/2013 establishing the general statutes for Public Service, especially in Article 52;

Vu la Loi n°86/2013 du 11/09/2013 portant statut général de la fonction publique, spécialement en son article 52;

Ashingiye ku Itegeko n°34/2012 ryo kuwa 03/09/2012 rishyiraho Ihahiro ry'Ingabo z'u Rwanda na Polisi y'u Rwanda (AFOS) rikanagena inshingano, imiterere n'imikorere byacyo

Pursuant to Law n°34/2012 of 03/09/2012 establishing Rwanda Defense Forces and Rwanda National Police Shop (AFOS) and determining its mission, organization and functioning;

Vu la Loin°34/2012 du 03/09/2012 portante création du Comptoir d'Achat des Forces Rwandaise de Défense et de la Police Nationale du Rwanda (AFOS) et déterminant sa mission, son organisation et son fonctionnement ;

Asubiye ku Iteka rya Minisitiri w'Intebe n° 53/03 ryo kuwa 14/07/2012 rishyiraho imishahara n'ibindi bigenerwa Abakozi bo mu Butegetsi Bwite bwa Leta, nk'uko ryahinduwe kandi ryujujwe kugeza ubu;

Reviewing the Prime Minister's Order n°53/03 of 14/07/2012 establishing salaries and fringe benefits for public servants of the Central Government as modified and complemented to date;

Revu l'Arrêté du Premier Ministre n°53/03 du 14/07/2012 fixant les salaires et autres avantages accordés au personnel de l'Administration Centrale, tel que modifié à ce jour;

Bisabwe na Minisitiri w'Abakozi ba Leta

On proposal by the Minister Public Service and

Sur proposition du Ministre de la Fonction

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n'Umurimo;

Labour;

Publique et du Travail;

Inama y'Abaminisitiri yateranye ku
wa13/02/2015 imaze kubisuzuma no
kubyemeza;

After consideration and approval by the Cabinet
in session of 13/02/2015;

Après examen et adoption par le Conseil des
Ministres en sa séance du 13/02/2015 ;

ATEGETSE:

HEREBY ORDERS:

ARRETE:

Ingingo ya mbere: Icyo iri teka rigamije

Article One: Purpose of this Order

Article premier: Objet du présent arrêté

Iri teka rishyiraho imishahara n'ibindi
bigenerwa Abakozi b'Ihahiro ry'Ingabo z'u
Rwanda na Polisi y'u Rwanda(AFOS).

This Order determines salaries and fringe
benefits for employees of Rwanda Defense
Forces and Rwanda National Police Shop
(AFOS).

Le présent arrêté porte sur les salaires et autres
avantages accordés au personnel du Comptoir
d'Achat des Forces Rwandaise de Défense et de la
Police Nationale du Rwanda (AFOS).

Ingingo ya 2: Igenwa ry'Umushahara

Article 2: Determination of the Salary

Article 2: Détermination du Salaire

Imishahara y'Abakoziba AFOS igenwa
hashingiwe ku mbonerahamwe y'urutonde
rw'imirimo kandi hakurikijwe amahame
ngenderwaho mu kubara imishaharamu
Butegetsi bwa Leta.

Salaries for employees of AFOS shall be
determined basing on the job classification and in
accordance with general principles on salary
calculation in Public Service.

Les salaires accordés au personnel de AFOS sont
déterminés suivant la classification des emplois et
conformément aux principes généraux de fixation
des salaires dans la fonction publique.

Urwego, umubare fatizo, agaciro k'umubare
fatizo n'umushahara mbumbe bigendana na
buri mwanya w'umurimo muri AFOSbiri ku
mugerekaw'iri teka.

The level, index value and the gross salary
corresponding to each job position in AFOS are
in annex to this Order.

Le niveau, l'indice, la valeur indiciaire et le
salaire brut correspondant à chaque emploi au
sein de AFOS sont en annexe du présent arrêté.

Ingingo ya 3: Ibigize umushahara mbumbe

Article 3: Composition of the gross salary

Article 3: Composition du salaire brut

Umushahara mbumbe wa buri kwezi ku
Mukozi ukubiyemo iby'ingenzi bikurikira:

The monthly gross for each employee shall
mainly be composed of the following:

Le salaire brut mensuel pour chaque agent
comprend principalement :

1 ° umushahara fatizo;

1. basic salary;

1 ° le salaire de base;

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- | | | |
|---|--|---|
| 2 ° indamunite y'icumbi; | 2. housing allowance; | 2 ° l'indemnité de logement ; |
| 3 ° indamunite y'urugendo; | 3. transport allowance; | 3 ° l'indemnité de transport ; |
| 4 ° inkunga ya Leta mu bwiteganyirize bw'umukozi; | 4. state contribution for social security; | 4 ° la contribution de l'Etat à la sécurité sociale ; |
| 5 ° inkunga ya Leta yo kuvuza umukozi. | 5. State contribution for medical care. | 5 ° la contribution de l'Etat aux soins médicaux. |

Indamunite y'urugendo ivugwa mu gika kibanziriza iki ntigenerwa abakozi bari ku nzego z'imirimo za "F" na "G/1.IV" borohererwa ingengo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu mu nshingano ze; kimwe n'abakozi bari ku rwego rwa "3" bagenerwa indamunite yihariye y'urugendo hakurikijwe amabwiriza ya Minisitiri ufite abakozi ba Leta mu nshingano ze.

The transport allowance specified in the paragraph One of this Article shall not be granted to officials positioned on levels "F" and "G/1.IV" whose transport is facilitated in accordance with Instructions of the Minister in charge of transport. It shall not also be entitled to public servants positioned on level "3" who are entitled to special transport allowance in accordance with Instructions of the Minister in charge public service.

L'indemnité de transport dont question à l'alinéa premier du présent article n'est pas allouée aux agents de l'Etat aux postes de niveau "F" et "G/1.IV" pour lesquels le transport est facilité selon les Instructions du Ministre ayant le transport dans ses attributions, ainsi que ceux au poste de niveau "3" qui bénéficient de l'indemnité spéciale de transport conformément aux instructions du Ministre ayant la fonction publique dans ses attributions.

Ingingo ya 4: Ibindi bigenerwa Umuyobozi Mukuru wa AFOS

Article 4: Fringe benefits for Director General of AFOS

Article 4: Avantages alloués au Directeur Général d'AFOS

Umuyobozi Mukuru wa AFOS agenerwa ibindi bimufasha gutunganya umurimo bikurikira:

The Director General of AFOS shall be entitled to the following fringe benefits:

Le Directeur Général de AFOS bénéficie des avantages suivants :

- 1 ° amafaranga yo kwishyura telefoni yo mu biro angana n'ibihumbi ijana y'u Rwanda (100.000 Frw) buri kwezi, amafaranga ibihumbi mirongo ine y'u Rwanda (40.000Frw) buri kwezi ya internet igendanwa n'aya telefoni igendanwa angana n'ibihumbi ijana na mirongo itanu (150.000 Frw) buri

- 1 ° An office telephone communication allowance of one hundred thousand Rwandan francs (100,000 Rwf), forty thousand Rwandan francs (40,000 Rwf) for wireless internet connection and one hundred and fifty thousand Rwandan francs (150,000 Rwf) for mobile

- 1 ° les frais de communication par téléphone de bureau équivalant à cent mille francs rwandais (100.000 Frw), les frais d'internet sans fil équivalant à quarante mille francs rwandais (40.000 Frw) et ceux de téléphone portable équivalant à cent cinquante mille francs rwandais

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- | | | |
|---|---|---|
| kwezi; | phoneper month; | (150.000 Frw) par mois ; |
| 2 ° amafaranga yo kwakira abashyitsi mu kazi angana n'ibihumbi magana atatu y'u Rwanda (300.000 frw) buri kwezi anyura kuri konti ya AFOS ; | 2 ° office guest's entertainment allowance of three hundred thousand Rwandan francs (300,000 Rwf) per month payable at AFOS's bank account; | 2 ° les frais de représentation au service équivalent à trois cent mille francs rwandais (300.000 Frw) chaque mois payable au compte de AFOS; |
| 3 ° Leta imworohereza mu bijyanye n'uburyo bw'ingendo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu n'ibintu mu nshingano ze. | 3 ° The Government shall facilitate his/her transport in accordance with the Instructions of the Minister responsible for transport. | 3 ° l'Etat lui facilite en ce qui concerne le transport conformément aux instructions du Ministre ayant le transport dans ses attributions. |

Ingingo ya 5: Ibindi bigenerwa Umuyobozi Mukuru Wungirije wa AFOS uri ku rwego rwa "G/1.IV"

Umuyobozi Mukuru Wungirije wa AFOSuri ku rwego rwa "G/1.IV" agenerwa ibindi bimufasha gutunganya imirimo mu buryo bikurikira:

- 1 ° amafaranga yo kwishyura telefoni yo mu biro angana n'ibihumbi ijana y'u Rwanda (100.000 Frw) buri kwezi n'aya telefoni igendanwa angana n'ibihumbi ijana y'u Rwanda (100.000 Frw) buri kwezi;
- 2 ° Leta imworohereza mu bijyanye n'uburyo bw'ingendo hakurikijwe amabwiriza ya Minisitiri ufite gutwara abantu n'ibintu mu nshingano ze.

Article 5: Fringe benefits for the Deputy Director General of AFOS on "G/1.IV" Job classification level

Deputy Director General of AFOS on "G/1.IV" Job classification level shall be entitled to the following fringe benefits:

- 1 ° an office telephone communication allowance of one hundred thousand Rwandan francs (100,000 Rwf) per month and one hundred thousand Rwandan francs (100,000 Rwf) per month for mobile phone;
- 2 ° the Government shall facilitate his/her transport in accordance with the Instructions of the Minister responsible for transport.

Article 5: Avantages alloués au Directeur Général Adjoint d'AFOS au poste de niveaux "G/1.IV"

Le Directeur Général Adjoint de AFOS au poste de niveaux "G/1.IV" bénéficie des avantages suivants :

- 1 ° les frais de téléphone de bureau équivalent à cent mille francs rwandais (100.000 Frw) par mois et des frais de téléphone portable équivalent à cent mille francs rwandais (100.000 Frw) par mois ;
- 2 ° l'Etat lui facilite en ce qui concerne le transport conformément aux instructions du Ministre ayant le transport dans ses attributions.

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Ingingo ya 6: Ibindi bigenerwa Abayobozi b'Amashamibari ku rwego rw'imirimo rwa "3"

Abayobozi b'Amashamibari ku rwego rw'imirimo rwa "3" bagenerwa buri wese ibindi bibafasha gutunganya imirimo ku buryo bukurikira:

- 1° amafaranga y'itumanaho rya telefoni igendanwa angana n'ibihumbi mironko itatu y'u Rwanda (30.000 Frw) buri kwezi;
- 2° indamunite yihariye y'urugendo hakurikijwe amabwiriza ya Minisitiri ufite Abakozi ba Leta mu nshingano ze.

Abayobozi b'Amashami bari ku rwego rw'imirimo rwa "3.II" bafite itsinda ry'abakozi ba Leta bayobora hashingiwe ku mbonerahamwe yemewe y'Urwego bakorera, bagenerwa amafaranga ibihumbi ijana y'u Rwanda (Rwf 100,000) buri kwezi ya telefoni yo mu biro.

Ingingo ya 7: Indamunite z'urugendo rw'imodoka

Iyo umuyobozi mukuru ari ku rwego rwa "F" cyangwa G/1.IV agiye mu butumwa imbere mu Gihugu akoresheje imodoka ye, Leta imugenera indamunite y'urugendo hakurikijwe ibiteganywa n'Amabwiriza ya Minisitiri ufite

Article 6: Fringe benefits for Directors of Units on "3" job classification level

Directors of Units on "3" job classification level shall each be entitled to fringe benefits as follows:

- 1° a mobile phone communication allowance of thirty thousand Rwandan francs (Rwf 30,000) per month;
- 2° a special transport allowance as determined by instructions of the Minister responsible for public service.

Directors of Units on level "3.II" with a pool of employees under their responsibilities in accordance with the approved organizational structure shall also each be entitled to an office telephone communication allowance of one hundred thousand Rwandan francs (Rwf 100,000) per month.

Article 7: Mileage allowances

When a Senior Official on level "F" or G/1.IV goes on official mission inside the country by using his/her vehicle, the State pays his/her mileage allowances in accordance with Instructions of the Minister in charge of

Article 6: Autres avantages alloués aux Directeurs des Unités aux postes de niveau "3"

Les Directeurs des Unités aux postes de niveau "3" bénéficient chacun d'autres avantages comme suit:

- 1° les frais de communication par téléphone portable équivalant à trente mille francs rwandais (30.000 Frw) par mois.
- 2° indemnité spéciale de transport conformément aux Instructions du Ministre ayant la fonction publique dans ses attributions.

Les Directeurs d'Unités aux postes de niveau "3.II" ayant des agents de l'Etat placés sous leurs responsabilités suivant la structure organisationnelle approuvée, bénéficient aussi chacun des frais de communication par téléphone de bureau équivalant à cent mille francs rwandais (100.000 Frw) par mois.

Article 7: Indemnités kilométriques

Lors qu'un haut cadre au poste de niveaux "F" ou G/1.IV va en mission officielle à l'intérieur du pays en utilisant son véhicule ; l'Etat lui octroie des indemnités kilométriques conformément aux Instructions du Ministre ayant le transport dans

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gutwara abantu mu nshingano ze.

Ingingo ya 8: Abashinzwe gushyira mu bikorwa iri teka

Minisitiri w'Ingabo, Minisitiri w'Imari n'Igenamigambi, Minisitiri w'Abakozi ba Leta n'Umurimo na Minisitiri w'Ibikorwa Remezo bashinzwe kubahiriza iri teka.

Ingingo ya 9: Ivanwaho ry'ingingo zinyuranyije n'iri teka

Ingingo z'amateka abanziriza iri kandi zinyuranyije na ryo zivanyweho.

Ingingo ya 10: Igiheitekaritangira gukurikizwa

Iri teka ritangira gukurikizwa ku munsu ritangarijweho mu Igazeti ya Leta ya Repubulika y'u Rwanda.

transport.

Article 8: Authorities responsible for the implementation of this Order

The Minister of Defense, Minister of Finance and Economic Planning, the Minister of Public Service and Labour and the Minister of Infrastructure are entrusted with the implementation of this Order.

Article 9: Repealing provision

All other prior provisions contrary to this Order are hereby repealed.

Article 10: Commencement

This Order shall come into force on the date of its publication in the Official Gazette of the Republic of Rwanda.

ses attributions.

Article 8: Autorités chargées de l'exécution du présent arrêté

Le Ministre de la Défense, Ministre des Finances et de la Planification Economique, le Ministre de la Fonction Publique et du Travail et le Ministre des Infrastructures sont chargés de l'exécution du présent arrêté.

Article 9: Disposition abrogatoire

Toutes les autres dispositions antérieures contraires au présent Arrêté sont abrogées.

Article 10: Entrée en vigueur

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda.

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Kigali, kuwa 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
UWIZEYE Judith
Minisitiri w'Abakoziba Letan'Umurimo

**Bibonywe kandi bishyizweho Ikirangocya Rep
ubulika:**

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera/ Intumwa Nkuru ya
Leta

Kigali, on 24/02/2015

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

Seen and sealed with the Seal of the Republic:

(sé)
BUSINGYE Johnston
Minister of Justice/Attorney General

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Vu et scellé du Sceau de la République:

(sé)
BUSINGYE Johnston
Ministre de la Justice/Garde des Sceaux

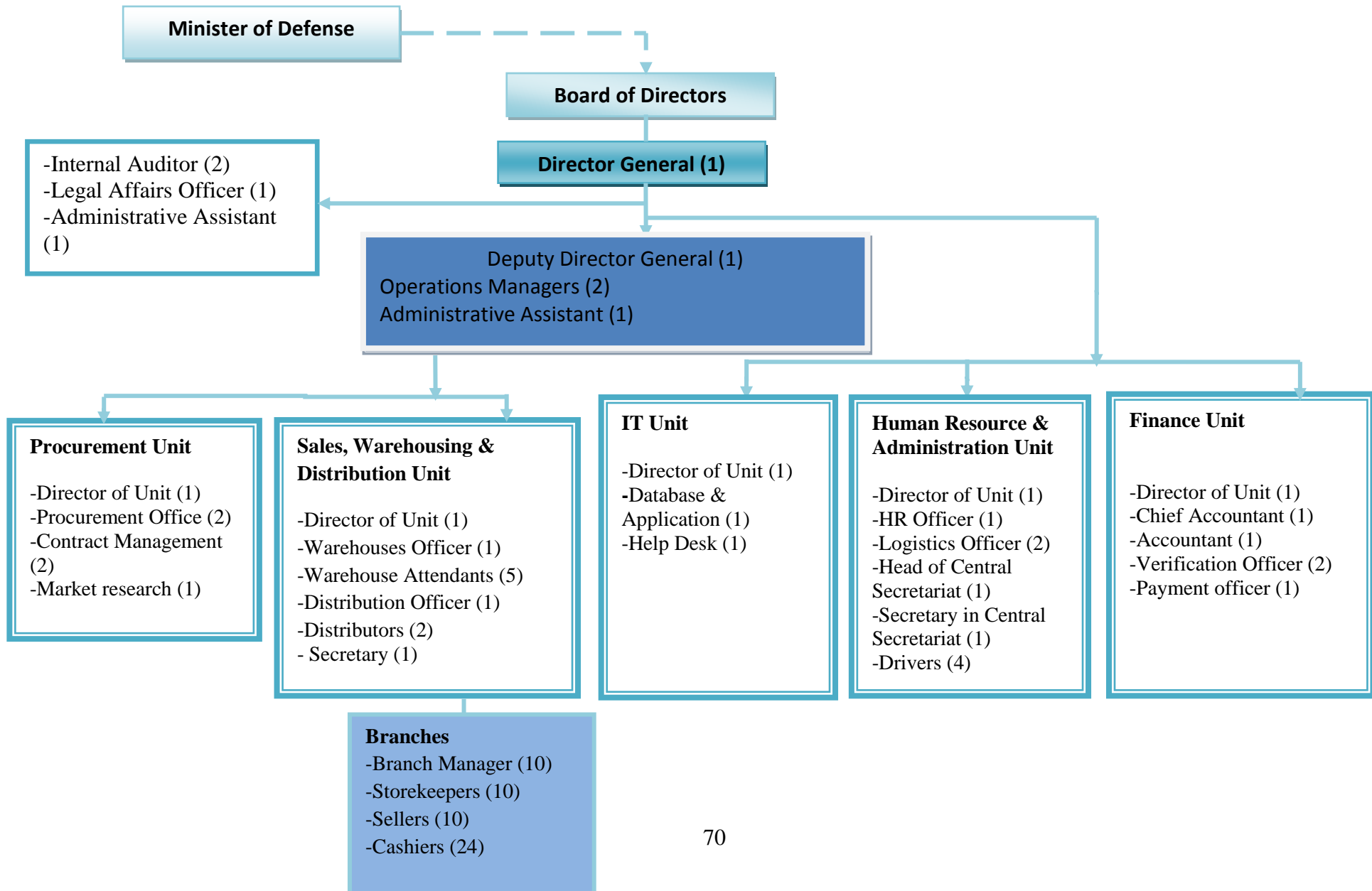
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**UMUGEREKA WA I W'ITEKA RYA
MINISITIRI W'INTEBE N° 29/03 RYO KU
WA 24/02/2015 RIGENA IMISHAHARA
N'IBINDI BIGENERWA ABAKOZI
B'IHAHIRO RY'INGABO Z'U RWANDA
NA POLISI Y'U RWANDA (AFOS)**

**ANNEX I TO PRIME MINISTER'S
ORDER N°29/03 OF 24/02/2015
DETERMINING SALARIES AND FRINGE
BENEFITS FOR EMPLOYEES OF
RWANDA DEFENSE FORCES AND
RWANDA NATIONAL POLICE SHOP
(AFOS)**

**ANNEXE I A L'ARRETE DU PREMIER
MINISTRE N°29/03 DU 24/02/2015 PORTANT
SALAIRES ET AVANTAGES ACCORDES AU
PERSONNEL DU COMPTOIR D'ACHAT
DES FORCES RWANDAISES DE LA
DEFENSE ET DE LA POLICE NATIONALE
DU RWANDA (AFOS)**

ORGANIZATIONAL CHART FOR AFOS



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Bibonywe kugira ngo bishyirwe ku mugereka w'Iteka rya Minisitiri w'Intebe n° 29/03 ryo ku wa 24/02/2015 rishyiraho imishahara n'ibindi bigenerwa Abakozi b'Ihahiro ry'Ingabo z'u Rwanda na Polisi y'u Rwanda(AFOS)

Kigali, kuwa 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
UWIZEYE Judith
Minisitiri w'Abakoziba Letan'Umurimo

Bibonywe kandi bishyizweho Ikirango cya Repubulika :

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera/Intumwa Nkuru ya Leta

Seen to be annexed to Prime Minister's Order n° 29/03 of 24/02/2015 determining salaries and fringe benefits for employees of the Rwanda Defense Forces and Rwanda National Police Shop (AFOS)

Kigali, on 24/02/2015

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

Seen and sealed with the Seal of the Republic:

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

Vu pour être annexé à l'Arrêté du Premier Ministre n° 29/03 du 24/02/2015 fixant les salaires et autres avantages accordés au personnel du Comptoir d'Achat des Forces Rwandaise de Défense et de la Police Nationale du Rwanda (AFOS)

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Ministre de la Justice/ Garde des Sceaux

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**UMUGEREKA WA II W'ITEKA RYA
MINISITIRI W'INTEBE N° 29/03 RYO KU
WA 24/02/2015 RIGENA IMISHAHARA
N'IBINDI BIGENERWA ABAKOZI
B'IHAHIRO RY'INGABO Z'U RWANDA
NA POLISI Y'U RWANDA (AFOS)**

**ANNEX II TO PRIME MINISTER'S
ORDER N°29/03 OF 24/02/2015
DETERMINING SALARIES AND FRINGE
BENEFITS FOR EMPLOYEES OF
RWANDA DEFENSE FORCES AND
RWANDA NATIONAL POLICE SHOP
(AFOS)**

**ANNEXE II A L'ARRETE DU PREMIER
MINISTRE N°29/03 DU 24/02/2015 PORTANT
SALAIRES ET AVANTAGES ACCORDES AU
PERSONNEL DU COMPTOIR D'ACHAT
DES FORCES RWANDAISES DE LA
DEFENSE ET DE LA POLICE NATIONALE
DU RWANDA (AFOS)**

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AFOS SUMMARY OF JOBS				
Administrative Unit	Job Title	Title of Job Position linked to the Job	Job Profile	Proposed Jobs
Office of the Director General	Director General	Director General	<p>Should have at least a University Degree or equivalent. Candidates with Military and Police training at advanced level will also be accepted (Military and Police Academies)</p> <p>Experience in Administration and management from previous held posts will be an added advantage</p> <p>Special Skills</p> <ul style="list-style-type: none"> -Action-oriented, entrepreneurial, flexible, and innovative approach to operational management -Passion, humility, integrity, positive attitude, mission-driven, and self-directed -Excellence in organizational management with the ability to coach a senior-level staff to manage and develop high-performance teams and develop and implement program strategies. <p>Deep experience in program budgeting and fiscal management. Track record of effectively leading a direct service organize with a complex array of programs with the ability to leverage strengths across program areas; excellent project management skills Analytic and decisive decision maker with the ability to prioritize and communicate to staff key objectives and tactics necessary to achieve Organizational goals.</p>	1

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	Administrative Assistant	Administrative Assistant	<p>A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law</p> <p>Key Technical Skills & Knowledge required: - Office Management Skills;- Excellent Communication, Organizational, Interpersonal Skills;- Computer knowledge (Work Processing, Power Point and Internet) - Analytical and problem solving skills;-Time management skills;- fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage</p>	1
	Legal Affairs Officer	Legal Affairs Officer	<p>A0 in Law or Master's Degree in Law</p> <p>Key Technical skills and Knowledge required : - High analytical and problem solving skills; - Legal research and analysis in complex areas of law; - Knowledge of Substantive Law and Legal Procedures; - Decision making skills; - Experience in contract drafting and negotiation; - Excellent communication skills ; - Very effective organization skills; - Team working skills; - Computer skills; - Fluent in Kinyarwanda, English and/or French.</p>	1
	Internal Auditor	Internal Auditor	<p>A0 in Finance, Accounting or Management with specialization in Finance/Accounting</p> <p>Key Technical Skills & Knowledge required: - Detailed knowledge of financial and Audit Standards, HR & Financial regulations, Procedures and Financial software;- Planning Skill;- High Analytical skills; - Report writing and presentation skills.- Time management skills;- Excellent problem-solving skills and clear logical thinking;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	2
S/TOTAL				5

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<p>Office of the Deputy Director General</p>	<p>Deputy Director General</p>	<p>Deputy Director General</p>	<p>Should have at least a University Degree or equivalent. Candidates with Military and Police training at advanced level will also be accepted (Military and Police Academies). Experience in Administration and management from previous held posts will be an added advantage.</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> •Excellent interpersonal, communications, public speaking, and presentation skills. •Solid working knowledge of budgeting, sales, business development, and strategic planning. •Ability to generate respect and trust from staff and external constituencies. 	<p align="center">1</p>
	<p>Administrative Assistant</p>	<p>Administrative Assistant</p>	<p>A1 in Secretarial Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law</p> <p>Key Technical Skills & Knowledge required:- Office Management Skills;- Excellent Communication, Organizational, Interpersonal Skills;- Computer knowledge (Work Processing, Power Point and Internet)- Analytical and problem solving skills;- Time management skills;- fluent in Kinyarwanda, English and/ or French; Knowledge of all is an advantage</p>	<p align="center">1</p>

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	Operations Managers	Operations Managers	<p>A0 in Economics, Management, Public Finance, Accounting Development Studies, Project Management, Business Administration with specialisation in Finance or Accounting</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Extensive knowledge and understanding of the Local Government functionality -Knowledge of results based management, logical framework approach, strategic planning processes and tools; - Knowledge of drafting Action Plans and Operational Plans; - Knowledge to conduct policy and analysis and draft proposals; - Knowledge of Monitoring and Evaluation concepts, systems and tools; - Knowledge in Cooperatives Management and development; - Organizational Skills; - Communication Skills; - High analytical & Complex Problem Solving Skills; - Judgment & Decision Making Skills; - Time management Skills; - Team working Skills; - fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	2
S/TOTAL				4

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<p>Procurement & Purchases Unit</p>	<p>Director of Unit</p>	<p>Director of Procurement & Purchases Unit</p>	<p>A0 in Procurement, Management, Accounting, Law, Public Finance, Economics with 3 years of working experience or Master's Degree in Procurement, Management, Accounting, Law, Public Finance, Economics with 1 year of working experience Key technical skills and knowledge required: - High analytical skills; - Knowledge of basic business and purchasing practices - Knowledge of state contracting law, regulations and procedures- Knowledge of grade, qualities, suppliers and prices tenders of commodities; - Knowledge in contract drafting and negotiation - Category management skills- Time management skills- Decision making skills- Excellent communication skills. - Computer skills.- Fluent in Kinyarwanda, English and/or French.</p>	<p>1</p>
	<p>Market Research Office</p>	<p>Market Research & Purchasing Officer</p>	<p>A0 in Procurement, Management, Accounting, Public Finance, Economics, Development Studies, Business Studies. Key technical skills and knowledge required: -An analytical mind with ability to handle data and quantitative research - Knowledge of statistics & computers -An interest in psychology and behavioral science for qualitative research -Accurate and clear written skills when producing questionnaires and reports -Methodical and well organized</p>	<p>1</p>

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	Procurement Office	Procurement Officer	A0 in Procurement, Management, Accounting, Law, Public Finance, Economics, Engineering Key technical skills and knowledge required: - High analytical skills; - Knowledge of basic business and purchasing practices - Knowledge of state contracting law, regulations and procedures- Knowledge of grade, qualities, suppliers and prices tenders of commodities; - Knowledge in contract drafting and negotiation - Category management skills- Time management skills- Decision making skills- Excellent communication skills. - Computer skills.- Fluent in Kinyarwanda, English and/or French.	2
	Contract Management Office	Contract Managers	A0 in Law Key Technical Skills & Knowledge required: - Extensive knowledge and understanding of the Rwandan legal system; - Knowledge of the Rwandan procurement and employment laws; - Knowledge of Social Security Policy; - Knowledge of International Agreements; - Excellent leadership skills; - Organizational Skills; - Creative, proactive, customer focused, solutions led and outcome driven Skills; - Interpersonal Skills - Effective communication skills; - Time Management Skills; - Decision making Skills; - Computer Skills; - Judgment & Decision making skills; - Complex Problem solving Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage .	2
S/TOTAL				6

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<p>Sales, Warehousing & Distribution Unit</p>	<p>Director of Unit</p>	<p>Director of Sales, Warehousing & Distribution Unit</p>	<p>A0 in Store Management, Logistics and Supply Management, Economics, Management, Public Administration, Administrative Sciences, Business Studies, Business Administration with 3 years of working experience or Master's Degree in Logistics and Supply Management, Economics, Management, Public Administration, Administrative Sciences, Business Studies, Business Administration with 1 year of working experience Key Technical Skills & Knowledge required:- Knowledge of results based management, logical framework approach, strategic planning processes and tools;-Knowledge in Inventory, Supplies, receiving, storing and delivering.- Knowledge of Strategic planning;- Knowledge of organizational structure, workflow & operation procedures;- Storing and Delivering Skills;- Computer Skills;- Organizational Skills;- Communication Skills;- High analytical Skills;- Time management Skills;- Team working Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage.</p>	<p align="center">1</p>
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Official Gazette n° Special of 26/02/2015

	Warehouse officer	Warehouses officer	<p>A0 in Store Management, Logistics and Supply Management, Management, Finance, Economics, Accounting, Public Administration, Administrative Sciences</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Management of Material Resources; - Knowledge of supply chain management; - Organizational Skills; - Computer Skills; - Communication Skills; - Report writing & Presentation Skills; - Analytical Skills; - Interpersonal Skills; - Time management Skills; - Negotiation Skills; - Team working Skills - Problem Solving Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage. 	1
	Warehouse Attendants	Warehouse attendants	<p>A2 in Accounting, Economics , Humanities with 2 years of working experience in warehouse attendant</p> <p>Key Technical Skills & Knowledge required:- Highly skilled in receiving materials and merchandise from vendors, stocking shelves and completing official procedure;- In-depth knowledge of tagging, packing and shipping activities according to schedule;- Proven record of packing customer orders in line with specifications;- Able to operate a pallet jack and hand truck</p>	5

Official Gazette n° Special of 26/02/2015

	Distribution Officer	Distribution Officer	<p>A0 in Store Management, Logistics and Supply Management, Management, Finance, Economics, Accounting, Public Administration, Administrative Sciences, Purchase and Candidates with Military and Police training at intermediate and Advanced level also be accepted (Military Academy and Police Academy)</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Management of Material Resources; - Knowledge of supply chain management; - Organizational Skills; - Computer Skills; - Communication Skills; - Report writing & Presentation Skills; - Analytical Skills; - Interpersonal Skills; - Time management Skills; - Negotiation Skills; - Team working Skills - Problem Solving Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage.</p>	1
	Distributors	Distributors	<p>A2 in Economics, Accounting, Humanities</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Highly skilled in receiving materials and merchandise from vendors, stocking shelves and completing official procedure; - In-depth knowledge of tagging, packing and shipping activities according to schedule; - Proven record of packing customer orders in line with specifications; - Able to operate a pallet jack and hand truck 	2

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	Branch management	Branch manager	A0 in Public Finance, Management, Accounting, Economics, Business Administration with specialisation in Accounting or Finance Key Technical Skills & Knowledge required: -Knowledge of results based management, logical framework approach, strategic planning processes and tools;-Knowledge in Inventory, Supplies, receiving, storing and delivering.- Knowledge of Strategic planning;- Knowledge of organizational structure, workflow & operation procedures;- Storing and Delivering Skills;- Computer Skills;- Organizational Skills;- Communication Skills;- High analytical Skills;- Time management Skills;- Team working Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage.	10
	Cashiers	Cashiers	A2 in Accounting, Commerce, Economics Key technical skills and knowledge required: - knowledge in financial business; - Knowledge of operating cash register and maintaining cash drawer; - Proven knowledge of processing exact and efficient sale and return transactions; - Planning skills; - Communication skills. - Computer skills; - Fluent in Kinyarwanda, English and/or French	24

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	Storekeepers	Storekeepers	A1 in Store Management, Management, Finance, Economics, Accounting, Public Administration, Administrative Sciences Key Technical Skills & Knowledge required: - Knowledge of Management of Material Resources;- Knowledge of supply chain management;- Organizational Skills;- Computer Skills;- Communication Skills;- Report writing & Presentation Skills;- Analytical Skills;- Interpersonal Skills;- Time management Skills;- Negotiation Skills;- Team working Skills- Problem Solving Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage.	10
	Sales Officers	Sellers	A2 in Accounting, Commerce, Economics Key technical skills and knowledge required: - knowledge in financial business; - Knowledge of Customer Care; - Hospitality Skills; - Proven knowledge of processing exact and efficient sale and return transactions; - Planning skills; - Communication skills. - Computer skills; - Fluent in Kinyarwanda, English and/or French	10
	Unit Secretariat	Function Secretary	A1 in Secretariat Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law Key Technical Skills & Knowledge required: - Knowledge of Office Administration;- Communication Skills;- Computer Skills;- Interpersonal Skills;- Organizational Skills;- Stress Management Skills;- Time Management Skills;- Bookkeeping Skills;- Analytical & Problem solving Skills;- Decision Making Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all	1

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S/TOTAL			is an advantage	65
Finance Unit	Director of Unit	Director of Finance	<p>Accounting Professional Qualification recognised by IFAC (ACCA, CPA) with 1 year of working experience or A0 in Finance, Accounting, Management specialized in Finance/Accounting with 3 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Rwanda's financial management standards and procedures; - Knowledge of Accounting principles and practices and financial data reporting; - Knowledge of Management of Material Resources; - Knowledge of supply chain management; - Knowledge of Rwanda Public Financial Law; - Leadership and management skills; - Planning and organisational, Budgeting skills; - Communication skills; - Strong IT skills, particularly in Financial software (SMART IFMIS); - Time management Skills - Interviewing Skills; - Judgment & Decision making skills; - Complex Problem solving; - Fluency in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1

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	Chief Accountant	Chief Accountant	Accounting Professional Qualification recognised by IFAC (ACCA, CPA) or A0 in Finance, Accounting or Management with specialization in Finance/Accounting with 2 years of working experience Key Technical Skills & Knowledge required:- Knowledge of cost analysis techniques;- Knowledge to analyse complex financial information & Produce reports;- Deep understanding of financial accounts;- Planning and organisational skills;- Communication skills;- Strong IT skills, particularly in Financial software (SMART IFMIS);- Judgment & Decision Making Skills;- High Analytical Skills;- Interpersonal skills;- Time management Skills;- Complex Problem solving;- Flexibility Skills;- Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage	1
	Accountant	Accountant	Accounting Professional Qualification recognised by IFAC (ACCA, CPA) or A0 in Finance, Accounting or Management with specialization in Finance/Accounting Key Technical Skills & Knowledge required: - Knowledge of cost analysis techniques; - Knowledge to analyse complex financial information & Produce reports; - Deep understanding of financial accounts; - Planning and organizational skills; - Communication skills; - Strong IT skills, particularly in Financial software (SMART IFMIS); - Judgment & Decision Making Skills; - High Analytical Skills; - Interpersonal skills; - Time management Skills; - Complex Problem solving; - Flexibility Skills; - Fluent in Kinyarwanda, English and/ or French;	1

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			knowledge of all is an advantage	
	Verification	Verification Officer	A0 in Finance, Accounting, Management, Economics Key Technical Skills & Knowledge required: - Knowledge of cost analysis techniques;- Planning and organisational skills;- Communication skills;- Strong IT skills, particularly in Financial software (SMART IFMIS);- Judgment & Decision Making Skills;- Deep understanding of financial accounts;- High Analytical Skills- Interpersonal skills;- Time management Skills- Complex Problem solving;- Flexibility Skills;- Fluency in Kinyarwanda, English and/ or French; knowledge of all is an advantage	2
	Payment Office	Payment Officer	A0 in Finance, Accounting, Management, Economics Key Technical Skills & Knowledge required: - Knowledge of cost analysis techniques; - Planning and organisational skills; - Communication skills; - Strong IT skills, particularly in Financial software (SMART IFMIS); - Judgment & Decision Making Skills; - Deep understanding of financial accounts; - High Analytical Skills - Interpersonal skills; - Time management Skills - Complex Problem solving; -Flexibility Skills; - Fluency in Kinyarwanda, English and/ or French; knowledge of all is an advantage	1
S/TOTAL				6

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IT Unit	Director of Unit	Director of IT	<p>Master's Degree in Computer Science, Software Engineering, Computer Engineering, Information and Communication Technology, Information Management System, Electronics and Telecommunication Engineering with 1 year of working experience in ICT or A0 in Computer Science, Software Engineering, Computer Engineering, Information Management System, Information and Communication Technology, Electronics and Telecommunication Engineering with 3 years of working experience and Certifications in A+, N+ is required; Certifications in CCNA, MCSE, MCSA, MCTs (.NET), LAMP/WAMP Framework or MCITP are an added advantage.</p> <p>Key Technical Skills & Knowledge required:- Knowledge of Rwanda's justice ICT Policies and Strategies as well as National ICT Policy;- Deep Understanding of information technology and telecommunications;- Capacity to research and analyze technology problems, issues, and program requirements.- Knowledge of computer hardware/software technologies.- Interpersonal Skills;- Communication skills - Negotiation Skills;- Problem-solving skills;- Analytical skills a- Fluency in Kinyarwanda, English and/ or French; knowledge of all is an advantage.</p>	1
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	Database & Application Administrator	Database & Application Administrator	<p>A0 in Computer Science, Software Engineering, Computer Engineering, Information and Communication Technology, Information Management System, Electronics and Telecommunication Engineering, Information System or A1 in Computer Science, Software Engineering, Computer Engineering, Information and Communication Technology, Information Management System, Electronics and Telecommunication Engineering, Information System with a Certifications in A+, N+ is required; Certifications in CCNA, MCSE, MCSA, MCTs (.NET),LAMP/WAMP Framework or MCITP are an added advantage</p> <p>Key Technical Skills & Knowledge required:- Knowledge of Rwanda's ICT Policies and Strategies;- Proficiency in web application security and database security;- Knowledge of all database vendor versions;- Proficiency in designing, writing, editing, and debugging programs and databases;- Interpersonal Skills;- Communication skills - Negotiation Skills;- Problem-solving skills;- Analytical skills a- Fluency in Kinyarwanda, English and/ or French; knowledge of all is an advantage.</p>	1
	Help Desk	Help Desk	<p>A0 in Computer Science, Bachelors' Degree in Electrical Engineering or A1 or A2 in ICT related field with 3 years of working experience.</p> <p>Key technical skills and knowledge required:</p> <ul style="list-style-type: none"> - Knowledge on Generators and UPS administration; - Knowledge on Electrical Installation; - Hardware Monitoring tools skills; - Computers & electronics (electronic equipments & computer hardware & software) skills - Knowledge on network Installation; 	1
S/TOTAL				3

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<p>Human Resource & Administration Unit</p>	<p>Director of Unit</p>	<p>Director of Human Resource & Administration Unit</p>	<p>A0 in Human Resources Management, Management with Specialization in Human Resource, Public Administration, Administrative Sciences with 3 years of working experience or Master's Degree in Human Resources Management, Management with Specialization in Human Resource, Public Administration, Administrative Sciences with 1 year of working experience</p> <p>Key Technical Skills & Knowledge required:- Knowledge of human resources concepts, practices, policies, and procedures;- Knowledge of organizational structure, workflow, and operating procedures;- Knowledge in Monitoring & System Evaluation;- Leadership and management skills;- Planning and organisational skills;- High Analytical Skills;- Communication skills;- Time management Skills- Interviewing Skills;- Judgment & Decision making skills;- Complex Problem Solving Skills;- Fluency in Kinyarwanda, English and/ or French; knowledge of all is an advantage</p>	<p>1</p>
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	Human Resource Management	Human Resource Manager	<p>A0 in Human Resources Management, Management, Public Administration, Administrative Sciences</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> -Deep knowledge of Rwandan public service and labor laws; - Knowledge in Conflict Management; - knowledge of the regulations applying to payroll procedures; - Knowledge of human resources concepts, practices, policies, and procedures; - Problem Solving Skills; - Computer Skills; - Judgment & Decision Making Skills; - Time management Skills; - Interview Skills; - High analytical Skills; - Team working Skills; - Fluency in Kinyarwanda, English and/ or French; knowledge of all is an advantage 	1
	Logistics & Patrimony Office	Logistics Officer	<p>A0 in Store Management, Management, Finance, Economics, Accounting, Public Administration, Administrative Sciences</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Management of Material Resources; - Knowledge of supply chain management; - Organizational Skills; - Computer Skills; - Communication Skills; - Report writing & Presentation Skills; - Analytical Skills; - Interpersonal Skills; - Time management Skills; - Negotiation Skills; - Team working Skills; - Problem Solving Skills; - Fluent in Kinyarwanda, English and/ or French; knowledge of all is an advantage. 	2

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	Head of Central Secretariat	Head of Central Secretariat	<p>A1 in Secretariat Studies, Office Management, Library and Information Science or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law, Library and Information Science with 2 years of working experience</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Office Administration; - Communication Skills; - Computer Skills; - Interpersonal Skills; - Organizational Skills; - Stress Management Skills; - Time Management Skills; - Bookkeeping Skills; - Analytical & Problem solving Skills; - Decision Making Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1
	Secretary in Central Secretariat	Secretary in Central Secretariat	<p>A1 in Secretariat Studies, Office Management or A0 in Public Administration, Administrative Sciences, Management, Sociology, Social Work, Law</p> <p>Key Technical Skills & Knowledge required:</p> <ul style="list-style-type: none"> - Knowledge of Office Administration; - Communication Skills; - Computer Skills; - Interpersonal Skills; - Organizational Skills; - Stress Management Skills; - Time Management Skills; - Bookkeeping Skills; - Analytical & Problem solving Skills; - Decision Making Skills; - Fluent in Kinyarwanda, English and/ or French; <p>knowledge of all is an advantage</p>	1

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	Driver	Drivers	Driving Licence category B, C, D or E Key Technical Skills & Knowledge required: - Timekeeping and organisation skills; - Polite with good manners; - Knowledge of general mechanics; - Good record in driving.	4
S/TOTAL				10
Grand Total				99

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Bibonywe kugira ngo bishyirwe ku mugereka w'Iteka rya Minisitiri w'Intebe n°29/03 ryo ku wa 24/02/2015 rishyiraho imishahara n'ibindi bigenerwa Abakozi b'Ihahiro ry'Ingabo z'u Rwanda na Polisi y'u Rwanda(AFOS)

Kigali, kuwa 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
UWIZEYE Judith
Minisitiri w'Abakoziba Letan'Umurimo

Bibonywe kandi bishyizweho Ikirango cya Repbulika :

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera/Intumwa Nkuru ya Leta

Seen to be annexed to Prime Minister's Order n° 29/03 of 24/02/2015 determining salaries and fringe benefits for employees of the Rwanda Defense Forces and Rwanda National Police Shop (AFOS)

Kigali, on 24/02/2015

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

Seen and sealed with the Seal of the Republic:

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

Vu pour être annexé à l'Arrêté du Premier Ministre n° 29/03 du 24/02/2015 fixant les salaires et autres avantages accordés au personnel du Comptoir d'Achat des Forces Rwandaise de Défense et de la Police Nationale du Rwanda (AFOS)

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Ministre de la Justice/ Garde des Sceaux

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**UMUGEREKA WA III W'ITEKA RYA
MINISITIRI W'INTEBE N° 29/03 RYO KU
WA 24/02/2015 RIGENA IMISHAHARA
N'IBINDI BIGENERWA ABAKOZI
B'IHAHIRO RY'INGABO Z'U RWANDA
NA POLISI Y'U RWANDA (AFOS)**

**ANNEX III TO PRIME MINISTER'S
ORDER N°29/03 OF 24/02/2015
DETERMINING SALARIES AND FRINGE
BENEFITS FOR EMPLOYEES OF
RWANDA DEFENSE FORCES AND
RWANDA NATIONAL POLICE SHOP
(AFOS)**

**ANNEXE III A L'ARRETE DU PREMIER
MINISTRE N°29/03 DU 24/02/2015 PORTANT
SALAIRES ET AVANTAGES ACCORDES AU
PERSONNEL DU COMPTOIR D'ACHAT
DES FORCES RWANDAISES DE LA
DEFENSE ET DE LA POLICE NATIONALE
DU RWANDA (AFOS)**

ARMED FORCES SHOP (AFOS) SALARY STRUCTURE

POST	Index Value	Level	Index	Gross Salary (Rwf/ Month)
Director General	400	F	2869	1,463,190
Deputy Director General	400	G	2608	1,330,080
Director of Human Resource and Administration Unit	400	3.II	1369	784,008
Director of Procurement & Purchases Unit	400	3.II	1369	784,008
Director of Sales, Warehousing & Distributions Unit	400	3.II	1369	784,008
Director of Finance	400	3.II	1369	784,008
Director of IT	400	3.II	1369	784,008
Legal Affairs Officer	400	4.III	1313	744,659
Human Resource Officer	400	4.II	1141	647,110
Chief Accountant	400	5.III	1094	620,454
Branch manager	400	5.III	1094	620,454
Operations Managers	400	5.II	951	539,353
Internal Auditor	400	5.II	951	539,353
Market Research Officer	400	5.II	951	539,353
Procurement Officer	400	5.II	951	539,353
Contract Manager	400	5.II	951	539,353
Warehouses officer	400	5.II	951	539,353
Distribution Officer	400	5.II	951	539,353
Verification Officer	400	5.II	951	539,353
Accountant	400	5.II	951	539,353
Payment Officer	400	5.II	951	539,353
Database & Application Administrator	400	5.II	951	539,353
Help Desk	400	5.II	951	539,353
Logistics Officer	400	5.II	951	539,353
Administrative Assistant to the DG	400	5.II	951	539,353
Warehouse attendants	400	7.II	660	374,314
Administrative Assistant to the DDG	400	7.II	660	374,314
Head of Central Secretariat	400	7.II	660	374,314
Distributors	400	8.II	508	288,109
Sellers	400	8.II	508	288,109
Cashiers	400	8.II	508	288,109
Storekeepers	400	8.II	508	288,109
Secretary in Sales, Warehousing & Distribution Unit	400	8.II	508	288,109
Secretary in Cental Secretariat	400	8.II	508	288,109
Drivers	400	10.II	300	170,143

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Bibonywe kugira ngo bishyirwe ku mugereka w’Iteka rya Minisitiri w’Intebe n°29/03 ryo ku wa 24/02/2015 rishyiraho imishahara n’ibindi bigenerwa Abakozi b’Ihahiro ry’Ingabo z’u Rwanda na Polisi y’u Rwanda(AFOS)

Kigali, kuwa 24/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w’Intebe

(sé)
UWIZEYE Judith
Minisitiri w’Abakoziba Letan’Umurimo

Bibonywe kandi bishyizweho Ikirango cya Repbulika :

(sé)
BUSINGYE Johnston
Minisitiri w’Ubutabera/Intumwa Nkuru ya Leta

Seen to be annexed to Prime Minister’s Order n° 29/03 of 24/02/2015 determining salaries and fringe benefits for employees of the Rwanda Defense Forces and Rwanda National Police Shop (AFOS)

Kigali, on 24/02/2015

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

Seen and sealed with the Seal of the Republic:

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

Vu pour être annexé à l’Arrêté du Premier Ministre n° 29/03 du 24/02/2015 fixant les salaires et autres avantages accordés au personnel du Comptoir d’Achat des Forces Rwandaise de Défense et de la Police Nationale du Rwanda (AFOS)

Kigali, le 24/02/2015

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Ministre de la Justice/ Garde des Sceaux

ITEKA RYA MINISITIRI W'INTEBE N° 30/03 RYO KU WA 24/02/2015 RISEZERERA BURUNDU KU BUSHAKE UMUJYANAMA WA MINISITIRI
PRIME MINISTER'S ORDER N°30/03 OF 24/02/2015 GRANTING A DELIBERATE RESIGNATION TO AN ADVISOR TO THE MINISTER
ARRETE DU PREMIER MINISTRE N°30/03 DU 24/02/2015 PORTANT DEMISSION VOLONTAIRE D' UN CONSEILLER DU MINISTRE

ISHAKIRO

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ITEKA RYA MINISITIRI W'INTEBE N° 30/03 RYO KU WA 24/02/2015 RISEZERERA BURUNDU KU BUSHAKE UMUJYANAMA WA MINISITIRI

PRIME MINISTER'S ORDER N°30/03 OF 24/02/2015 GRANTING A DELIBERATE RESIGNATION TO AN ADVISOR TO THE MINISTER

ARRETE DU PREMIER MINISTRE N°30/03 DU 24/02/2015 PORTANT DEMISSION VOLONTAIRE D' UN CONSEILLER DU MINISTRE

Minisitiri w'Intebe,

The Prime Minister,

Le Premier Ministre,

Ashingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo ku wa 04 Kamena 2003 nk'uko ryavuguruwe kugeza ubu, cyane cyane mu ngingo zaryo iya 118, iya 119, iya 120 n'ya 201;

Pursuant to the Constitution of the Republic of Rwanda of 4th June 2003, as amended to date especially in Articles 118, 119, 120 and 201 ;

Vu la Constitution de la République du Rwanda du 4 juin 2003, telle que révisée à ce jour, spécialement en ses articles 118, 119, 120 et 201;

Ashingiye ku Itegeko n°86/2013 ryo ku wa 11/09/2013 rishyiraho sitati rusange igenga abakozi ba Leta, cyane cyane mu ngingo yaryo ya 90 n'ya 91;

Pursuant to Law n°86/2013 of 11/09/2013 on General Statutes for Rwanda Public Service, especially in Articles 90 and 91;

Vu la Loi n°86/2013 du 11/09/2013 portant Statut Général de la Fonction Publique, spécialement en ses articles 90 et 91;

Inama y'Abaminisitiri yateranye ku wa 13/02/2015 imaze kubisuzuma no kubyemeza;

After consideration and approval by Cabinet in its session of 13/02/2015;

Après examen et adoption par le Conseil des Ministres en sa séance du 13/02/2015;

ATEGETSE:

HEREBY ORDERS:

ARRETE :

Ingingo ya mbere: Gusezera ku bushake

Article one: Deliberate Resignation

Article premier : Démission volontaire

Monsieur NYARWAYA Isaac wari Umujyanama wa Minisitiri w'Uburezi asezeye burundu ku bushake mu Bakozi ba Leta.

Mr NYARWAYA Isaac, Advisor to the Minister of Education is granted a deliberate resignation from Public Servants.

Il est accordé une démission volontaire parmi les Agents de l'Etat à Monsieur NYARWAYA Isaac, Conseiller du Ministre de l'Education.

Official Gazette n° Special of 26/02/2015

Article 2: Abashinzwe kubahiriza iri teka

Minisitiri w' Uburezi, Minisitiri w'Abakozi ba Leta n'Umurimo na Minisitiri w'Imari n'Igenamigambi bashinzwe kubahiriza iri Teko.

Ingingo ya 3 : Ivanwaho ry'ingingo zinyuranyije n'iri teka

Ingingo zose z'Amateka abanziriza iri kandi zinyuranye naryo zivanyweho.

Ingingo ya 4 : Igihe iri teka ritangira gukurikizwa

Iri teka ritangira gukurikizwa umunsi ritangarijwe mu Igazeti ya Leta ya Repubulika y'u Rwanda. Agaciro karyo gahera ku wa 13/02/2015.

Kigali, ku wa 24/02/2015

Article 2 : Authorities responsible for the implementation of this Order

The Minister of Education, the Minister of Public Service and Labour and the Minister of Finance and Economic Planning are entrusted with the implementation of this Order.

Article 3 : Repealing provision

All prior legal provisions contrary to this Order are hereby repealed.

Article 4 : Commencement

This Order shall come into force on the day of its publication in the Official Gazette of the Republic of Rwanda. It takes effect as of 13/02/2015.

Kigali, on 24/02/2015

Article 2 : Autorités chargées de l'exécution du présent arrêté

Le Ministre de l'Education, le Ministre de la Fonction Publique et du Travail et le Ministre des Finances et de la Planification Economique sont chargés de l'exécution du présent arrêté.

Article 3 : Disposition abrogatoire

Toutes les autres dispositions antérieures et contraires au présent arrêté sont abrogées.

Article 4 : Entrée en vigueur

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda. Il sort ses effets à partir du 13/02/2015.

Kigali, le 24/02/2015

Official Gazette n° Special of 26/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Minisitiri w'Abakozi ba Leta n'Umurimo

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

**Bibonywe kandi bishyizweho Ikirango cya
Repubulika:**

**Seen and sealed with the Seal of the
Republic:**

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera / Intumwa Nkuru ya
Leta

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

(sé)
BUSINGYE Johnston
Ministre de la Justice / Garde des Sceaux

ITEKA RYA MINISITIRI W'INTEBE PRIME MINISTER'S ORDER N°31/03 OF ARRETE DU PREMIER MINISTRE N°31/03
N°31/03 RYO KU WA 24/02/2015 24/02/2015 GRANTING A DELIBERATE DU 24/02/2015 PORTANT DEMISSION
RISEZERERA BURUNDU KU BUSHAKE RESIGNATION TO AN ADVISOR TO THE VOLONTAIRE D'UNE CONSEILLERE DU
UMUJYANAMA WA MINISITIRI MINISTER MINISTRE

ISHAKIRO

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Article premier : Démission volontaire

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Article 2: Authorities responsible for the implementation of this Order

Article 2 : Autorités chargées de l'exécution du présent arrêté

Ingingo ya 3 : Ivanwaho ry'ingingo zinyuranyije n'iri teka

Article 3 : Repealing provision

Article 3 : Disposition abrogatoire

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Article 4 : Commencement

Article 4 : Entrée en vigueur

Official Gazette n° Special of 26/02/2015

ITEKA RYA MINISITIRI W'INTEBE N° 31/03 RYO KU WA 24/02/2015 RISEZERERA BURUNDU KU BUSHAKE UMUJYANAMA WA MINISITIRI

PRIME MINISTER'S ORDER N°31/03 OF 24/02/2015 GRANTING A DELIBERATE RESIGNATION TO AN ADVISOR TO THE MINISTER

ARRETE DU PREMIER MINISTRE N°31/03 DU 24/02/2015 PORTANT DEMISSION VOLONTAIRE D'UNE CONSEILLERE DU MINISTRE

Minisitiri w'Intebe,

The Prime Minister,

Le Premier Ministre,

Ashingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo ku wa 04 Kamena 2003 nk'uko ryavuguruwe kugeza ubu, cyane cyane mu ngingo zaryo iya 118, iya 119, iya 120 n'iya 201;

Pursuant to the Constitution of the Republic of Rwanda of 4th June 2003, as amended to date especially in Articles 118, 119, 120 and 201 ;

Vu la Constitution de la République du Rwanda du 4 juin 2003, telle que révisée à ce jour, spécialement en ses articles 118, 119, 120 et 201;

Ashingiye ku Itegeko n°86/2013 ryo ku wa 11/09/2013 rishyiraho sitati rusange igenga abakozi ba Leta, cyane cyane mu ngingo yaryo ya 90 n'iya 91;

Pursuant to Law n°86/2013 of 11/09/2013 on General Statutes for Rwanda Public Service, especially in Articles 90 and 91;

Vu la Loi n°86/2013 du 11/09/2013 portant Statut Général de la Fonction Publique, spécialement en ses articles 90 et 91;

Inama y'Abaminisitiri yateranye ku wa 13/02/2015 imaze kubisuzuma no kubyemeza;

After consideration and approval by Cabinet in its session of 13/02/2015;

Après examen et adoption par le Conseil des Ministres en sa séance du 13/02/2015;

ATEGETSE:

HEREBY ORDERS:

ARRETE :

Ingingo ya mbere: Gusezera ku bushake

Article one: Deliberate Resignation

Article premier : Démission volontaire

Madame BAHO Hortence wari Umujyanama wa Minisitiri w'Ibikorwa Remezo asezeye burundu ku bushake mu Bakozi ba Leta.

Mrs. BAHO Hortence, Advisor to the Minister of Infrastructure is granted a deliberate resignation from Public Servants.

Il est accordé une démission volontaire parmi les Agents de l'Etat à Madame BAHO Hortence, Conseillère du Ministre des Infrastructures.

Official Gazette n° Special of 26/02/2015

Article 2: Abashinzwe kubahiriza iri teka

Minisitiri w'Ibikorwa Remezo, Minisitiri w'Abakozi ba Leta n'Umurimo na Minisitiri w'Imari n'Igenamigambi bashinzwe kubahiriza iri Teko.

Ingingo ya 3 : Ivanwaho ry'ingingo zinyuranyije n'iri teka

Ingingo zose z'Amateka abanziriza iri kandi zinyuranye naryo zivanyweho.

Ingingo ya 4 : Igihe iri teka ritangira gukurikizwa

Iri teka ritangira gukurikizwa umunsi ritangarijwe mu Igazeti ya Leta ya Repubulika y'u Rwanda. Agaciro karyo gahera ku wa 13/02/2015.

Kigali, ku wa 24/02/2015

Article 2 : Authorities responsible for the implementation of this Order

The Minister of Infrastructure, the Minister of Public Service and Labour and the Minister of Finance and Economic Planning are entrusted with the implementation of this Order.

Article 3 : Repealing provision

All prior legal provisions contrary to this Order are hereby repealed.

Article 4 : Commencement

This Order shall come into force on the day of its publication in the Official Gazette of the Republic of Rwanda. It takes effect as of 13/02/2015.

Kigali, on 24/02/2015

Article 2 : Autorités chargées de l'exécution du présent arrêté

Le Ministre des Infrastructures, le Ministre de la Fonction Publique et du Travail et le Ministre des Finances et de la Planification Economique sont chargés de l'exécution du présent arrêté.

Article 3 : Disposition abrogatoire

Toutes les autres dispositions antérieures et contraires au présent arrêté sont abrogées.

Article 4 : Entrée en vigueur

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda. Il sort ses effets à partir du 13/02/2015.

Kigali, le 24/02/2015

Official Gazette n° Special of 26/02/2015

(sé)
MUREKEZI Anastase
Minisitiri w'Intebe

(sé)
MUREKEZI Anastase
Prime Minister

(sé)
MUREKEZI Anastase
Premier Ministre

(sé)
UWIZEYE Judith
Minisitiri w'Abakozi ba Leta n'Umurimo

(sé)
UWIZEYE Judith
Minister of Public Service and Labour

(sé)
UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

**Bibonywe kandi bishyizweho Ikirango cya
Repubulika:**

**Seen and sealed with the Seal of the
Republic:**

Vu et scellé du Sceau de la République :

(sé)
BUSINGYE Johnston
Minisitiri w'Ubutabera / Intumwa Nkuru ya Leta

(sé)
BUSINGYE Johnston
Minister of Justice / Attorney General

(sé)
BUSINGYE Johnston
Ministre de la Justice / Garde des Sceaux

ITEKA RYA MINISITIRI W'INTEBE N°32/03 RYO KU WA 24/02/2015 RYEMERERA UMUYOBOZI W'ISHAMI RISHINZWE GUHAGARIKA AKAZI MU GIHE KITAZWI

PRIME MINISTER'S ORDER N°32/03 OF 24/02/2015 GRANTING A LEAVE OF ABSENCE FOR NON SPECIFIC PERIOD TO A DIVISION MANAGER

ARRETE DU PREMIER MINISTRE N°32/03 DU 24/02/2015 PORTANT MISE EN DISPONIBILITE DU CHEF DE DIVISION

ISHAKIRO

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Article 2: Leave of Absence for non-specific period

Article 2 : Mise en disponibilité

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Ingingo ya 5 : Igihe iteka ritangira gukurikizwa

Article 5 : Commencement

Article 5 : Entrée en vigueur

Official Gazette n° Special of 26/02/2015

ITEKA RYA MINISITIRI W'INTEBE N°32/03 RYO KU WA 24/02/2015 RYEMERERA UMUYOBOZI W'ISHAMI RISHINZWE GUHAGARIKA AKAZI MU GIHE KITAZWI

PRIME MINISTER'S ORDER N°32/03 OF 24/02/2015 GRANTING A LEAVE OF ABSENCE FOR NON SPECIFIC PERIOD TO A DIVISION MANAGER

ARRETE DU PREMIER MINISTRE N°32/03 DU 24/02/2015 PORTANT MISE EN DISPONIBILITE DU CHEF DE DIVISION

Minisitiriw'Intebe,

The Prime Minister,

Le Premier Ministre,

Ashingiye ku Itegeko Nshinga rya Repubulika y'u Rwanda ryo ku wa 04 Kamena 2003 nk'uko ryavuguruwe kugeza ubu, cyane cyane mu ngingo zaryo iya 118, iya 119, iya 120, 121 n'ya 201 ;

Pursuant to the Constitution of the Republic of Rwanda of 4th June 2003, as amended to date, especially in articles 118, 119, 120, 121 and 201 ;

Vu la Constitution de la République du Rwanda du 4 juin 2003, telle que révisée à ce jour, spécialement en ses articles 118, 119, 120, 121 et 201;

Ashingiye ku Itegeko n° 86/2013 ryo ku wa 11/09/2013 rishyiraho Sitati Rusange igenga Abakozi ba Leta, cyane cyane mu ngingo yaryo ya 87 n'ya 88;

Pursuant to Law n° 86/2013 of 11/09/2013 establishing the General Statutes for Rwanda Public Service, especially in its articles 87 and 88;

Vu la Loi n° 86/2013 du 11/09/2013 portant Statut Général de la Fonction Publique, spécialement en ses articles 87 et 88 ;

Amaze kubona ibaruwa yo ku wa 23/12/2014 Bwana Joseph MPUNGA yandikiye Minisitiri w'Abakozi ba Leta n'Umurimo asaba guhagarika akazi mu gihe kitazwi;

Having reviewed the letter of 23/12/2014 of Mr. Joseph MPUNGA addressed to the Minister of Public Service and Labour requesting for leave of absence for non-specific period;

Vu la lettre du 23/12/2014 de Monsieur Joseph MPUNGA adressée au Ministre de la Fonction Publique et du Travail demandant une mise en disponibilité;

Inama y'Abaminisitiri yateranye ku wa 13/02/2015 imaze ku bisuzuma no kubyemeza;

After consideration and approval by Cabinet in its session of 13/02/2015;

Après examen et adoption par le Conseil des Ministres en sa séance du 13/02/2015;

ATEGETSE:

HEREBY ORDERS:

ARRETE :

Ingingo ya mbere: Icyo iri teka rigamije

Article One: Purpose of this Order

Article premier : Objet du présent arrêté

Iri teka ryemerera Umuyobozi w'Ishami mu Rwego rushinzwe Iterambere mu Rwanda guhagarika akazi mu gihe kitazwi (RDB).

This Order grants a leave of absence for non-specific period to a Division Manager in Rwanda Development Board (RDB).

Le présent arrêté porte mise en disponibilité du Chef de Division au sein de l'Office Rwandais de Développement (RDB).

Official Gazette n° Special of 26/02/2015

Ingingo ya 2: Guhagarika akazi mu gihe kitazwi

Bwana Joseph MPUNGA, Umuyobozi w'Ishami rishinzwe Gufasha Abashoramari mu Rwego rushinzwe Iterambere mu Rwanda yemerewe guhagarika akazi mu gihe kitazwi.

Ingingo ya 3: Abashinzwe kubahiriza iri teka

Umukuru w'Ubuyobozi wa RDB, Minisitiri w'Abakozi ba Leta n'Umurimo, na Minisitiri w'Imari n'Igenamigambi bashinzwe kubahiriza iri teka.

Ingingo ya 4 : Ivanwaho ry'ingingo zinyuranyije n'iri teka

Ingingo zose z'amateka abanziriza iri kandi zinyuranye naryo zivanyweho.

Ingingo ya 5 : Igihe cy'ikurikizwa

Iri teka ritangira gukurikizwa umunsi ritangarijwe mu Igazeti ya Leta ya Repubulika y'u Rwanda. Agaciro karyo gahera kuwa 13/02/2015.

Kigali, kuwa 24/02/2015

Article 2: Leave of Absence for non-specific period

Mr. Joseph MPUNGA, the Division Manager for Investment Implementation in Rwanda Development Board is granted a leave of absence for non-specific period.

Article 3 : Authorities responsible for the implementation of this Order

The Chief Executive Officer of RDB, the Minister of Public Service and Labour and the Minister of Finance and Economic Planning are entrusted with the implementation of this Order.

Article 4 : Repealing provision

All prior legal provisions contrary to this Order are hereby repealed.

Article 5 : Commencement

This Order shall come into force on the day of its publication in the Official Gazette of the Republic of Rwanda. It takes effect as of 13/02/2015

Kigali, on 24/02/2015

Article 2 : Mise en disponibilité

Il est accordé une mise en disponibilité à Monsieur Joseph MPUNGA, le chef de Division chargé de la mise en Œuvre des Investissements au sein de l'Office Rwandais de Développement (RDB).

Article 3 : Autorités chargées de l'exécution du présent arrêté

Le Directeur Général en Chef de RDB, le Ministre de la Fonction Publique et du Travail et le Ministre des Finances et de la Planification Economique sont chargés de l'exécution du présent arrêté.

Article 4 : Disposition abrogatoire

Toutes les autres dispositions antérieures et contraires au présent arrêté sont abrogées.

Article 5 : Entrée en vigueur

Le présent arrêté entre en vigueur le jour de sa publication au Journal Officiel de la République du Rwanda. Il sort ses effets à partir du 13/02/2015

Kigali, le 24/02/2015

Official Gazette n° Special of 26/02/2015

(sé)

MUREKEZI Anastase
Minisitiri w'Intebe

(sé)

MUREKEZI Anastase
Prime Minister

(sé)

MUREKEZI Anastase
Premier Ministre

(sé)

UWIZEYE Judith
Minisitiri w'Abakozi ba Leta n'Umurimo

(sé)

UWIZEYE Judith
Minister of Public Service and Labour

(sé)

UWIZEYE Judith
Ministre de la Fonction Publique et du Travail

**Bibonywe kandi bishyizweho Ikirango cya
Repubulika:**

**Seen and sealed with the Seal of the
Republic:**

Vu et scellé du Sceau de la République :

(sé)

BUSINGYE Johnston
Minisitiri w'Ubutabera/ Intumwa Nkuru ya Leta

(sé)

BUSINGYE Johnston
Minister of Justice / Attorney General

(sé)

BUSINGYE Johnston
Ministre de la Justice / Garde des Sceaux