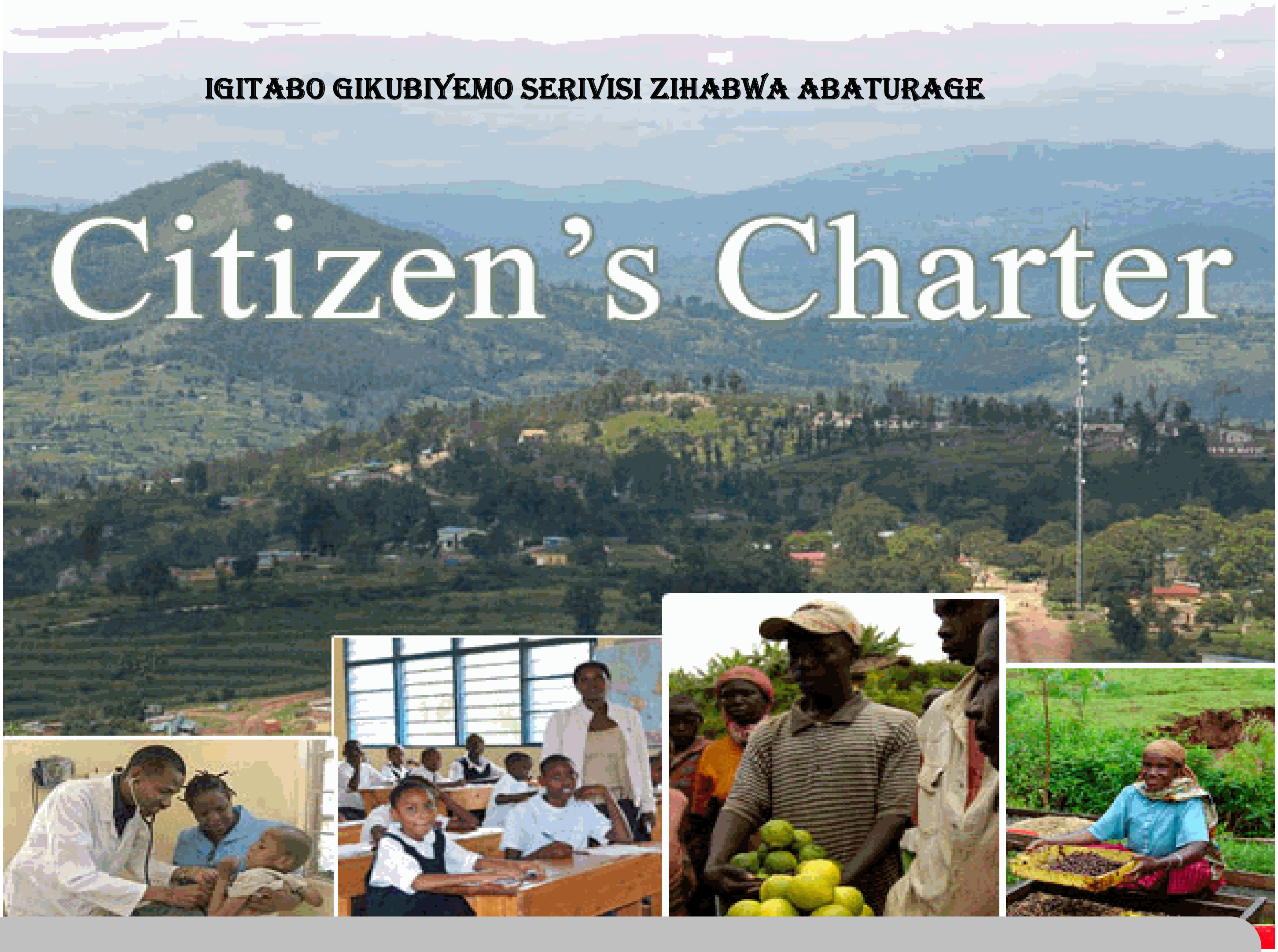
Republic of Rwanda

Edition 2009

IGITABO GIKUBIYEMO SERIVISI ZIHABWA ABATURAGE

Citizen's Charter



IBIRO BISHINZWE ABINJIRA (RUBAVU)

IRIBURIRO

Nshimishijwe no kubagezaho igitabo gikubiyemo serivisi zitangwa n'Ibiro by'Akarere ka Rubavu bishinzwe Abinjira mu Gihugu.

Iki gitabo kikaba cyarateguwe hashingiwe kuri gahunda y'ivugurura ry'Inzego z'Imirimo ya Leta, kikaba kigamije gusubiza ibyifuzo by'Abaturage, gukorera mu mucyo no gukangurira abakozi kwita ku nshingano zabo bubahiriza ibyo bagomba gukorera abaturage.

Kirerekana kandi inshingano z'Ibiro by'Akarere ka Rubavu bishinzwe Abinjira mu Gihugu, kikagaragaza serivisi zitangwa n'ibisabwa kugira ngo uhabwe izo serivisi n'Urwego cyangwa Ishami rishinzwe Gusaba izo serivisi.

Ishyirwaho ry'iki gitabo rirerekana ubushake bwacu bwo kwakira neza abatugana hagamijwe kugirana nabo umushyikirano no guha imbaraga ibijyanye no Gusaba serivisi nziza.

Umuyobozi Mukuru

I. ICYEREKEZO

Kubaka u Rwanda nk'Igihugu gitekanye, buri wese yisangamo kandi giteye imbere muri byose.

II. INTEGO

Kugira Igihugu cyorohereza iterambere, ishoramari, ubukerarugendo n'iterambere ry'ubumenyingiro binyuze mu gukora nk'abanyamwuga no gutanga serivisi nziza.

III. UBURENGANZIRA BW'ABATUGANA

Abatugana bafite uburenganzira bwo:

- Kwakirwa neza, kugaragarizwa ikinyabupfura, kwitabwaho no kubahwa
- Guhabwa amakuru yose ajyanye na serivisi dutanga
- Gusaba kurenganurwa n'Abayobozi Bakuru
- Kujuririra imyanzuro yafashwe n'abayobozi
- Kubanziriza abandi mu guhabwa serivisi mu gihe utwite, urembye, ufite imbaraga nke,ufite ubumuga, etc
- Guhabwa serivisi ahantu heza kandi mu mutekano uzira amacyemwa

IV. IMICO Y'INGENZI ITURANGA

Imico y'ingenzi iranga Ikigo cy'Igihugu gishinzwe Abinjira n'Abasohoka ni:

- ubunyangamugayo
- ikinyabupfura
- Ubudashyikirwa
- Ubwumvikane
- Ubunyamwuga
- ubushishozi

V. SERIVISI ZITANGWA N'IBIRO BY'AKARERE KA RUBAVU BISHINZWE ABINJIRA MU GIHUGU

1. GUSABA ICYANGOMBWA CY'INZIRA CY'UMURYANGO W'IBIHUGU BY'IBIYAGA BIGARI (CPGL)

Serivisi ni iyihe? Nujuje ibisabwa?	Abanyamahanga bafite uburenganzira bwo kuba mu Rwanda nibuze igihe kingana n'imyaka ibiri ndetse n'Abanyarwanda bashobora gusaba icyangombwa cy'inzira cy'UMURYANGO W'IBIHUGU BY'IBIYAGA BIGARI (CPGL). Iki cyangombwa cyorohereza Abanyamahanga gutembera mu Gihugu cy'U Burundi na Repubulika Iharanira Demokarasi ya Kongo. Abafite iki cyangombwa ntibiririrwa basabwa kwishyura amafaranga asanzwe atangwa kuri viza.
Serivisi itangwa ryari?	Kuva saa moya za mugitondo kugeza saa kumi n'imwe z'umugoroba, kuva ku wa mbere kugeza ku wa gatanu
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Umunsi umwe (1)
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga yo kwishyura Icyangombwa angana n'amadorari 10 y'Amanyamerika (10 USD)
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ibaruwa isaba icyangombwa • Icyangombwa cy'Abagenda mu Mahanga (Urwandiko rw'abajya mu mahanga) na Viza bifite agaciro • Icyangombwa (Green cards) cyatanzwe mu gihe cy'iminsi cumi n'itanu • Amafoto abiri magufi y'ibara • Kopi y'ipaji ya mbere, iya viza na kopi ya paji iriho umwirondoro bya urwandiko rw'abajya mu mahanga • Inyemezabwishyu itangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro.
Binyura mu zihe nzira kugirango uyihabwe?	Kugira ngo ubone Icyangombwa cy'inzira cy'UMURYANGO W'IBIHUGU BY'IBIYAGA BIGARI (CPGL), ujya ku Biro by'Abinjira mu Gihugu byo ku Karere ukabonana n'Umukozi ubishinzwe. • Kwandika ibaruwa isaba Icyangombwa cy'inzira cya UMURYANGO W'IBIHUGU BY'IBIYAGA BIGARI (CPGL) • Komekaho kopi ya *Green Card,* amafoto abiri magufi y'ibara, kopi y'ipaji ya mbere, iya viza na kopi ya paji iriho umwirondoro bya urwandiko rw'abajya mu mahanga. • Kwishyura amafaranga ahwanye n'amadorari y'Abanyamerika 10 kuri Banki cyangwa ku Kigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro hanyuma ukomeka resi ku bindi byangombwa. • Gushyikiriza ibyo byangombwa byose ku Biro bishinzwe Abinjira, bikagenzurwa, basanga byuzuye ugasabwa kugaruka umunsi ukurikiyeho gufata Icyangombwa cy'inzira cy'UMURYANGO W'IBIHUGU BY'IBIYAGA BIGARI (CPGL).
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro.
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Nta buryo bwo kurenganurwa buteganyijwe.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Icyangombwa cy'inzira cya UMURYANGO W'IBIHUGU BY'IBIYAGA BIGARI (CPGL) gitangwa gusa ku baturage b'Akarere ka Rubavu; mu tundi Turere ntigitangwa. U Rwanda rwabaye ruhagaritse Gusaba iki cyangombwa mu gihe hategerejwe ishyirwaho ry'Icyangombwa gisa ku Bihugu byose bigize Umuryango w'Ibihugu by'Ibiyaga Bigari (CPGL)
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

2. GUSABA URUHUSHYA RWO KWAMBUKA UMUPAKA(JETTON)

Serivisi ni iyihe? Nujuje ibisabwa?	Abaturage bo mu Mirenge ikurikira: Nyamyumba, Rugerero, Gisenyi, Rubavu, Cyanzarwe na Bugeshi nibo bonyine bemerewe guhabwa Uruhushya rwo kwambuka umupaka. Iki ni Icyangombwa cy’inzira cy’agateganyo kigira agaciro k’umunsi umwe.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku cyumweru, guhera saa moya za mugitondo kugeza saa sita z’amanywa.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Uruhushya rwo gutambuka rutangwa ako kanya.
Niba serivisi yishyurwa, igiciro ni ikihe?	Iyi serivisi ntiyishyurwa
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	Indangamuntu
Binyura mu zihe nzira kugirango uyihabwe?	Iyo ukeneye uruhushya rwo kwambuka umupaka, wegera Ibiro bishinzwe Abinjira biri ku mupaka ugasaba uruhushya rwo gutambuka. • Kwerekana Indangamuntu. • Umukozi ubishinzwe ahita agushyikiriza icyangombwa cyanditswe uwo munsi, gisinywe uwo munsi kandi giteyeho kashi.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ntazo
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Nta buryo bwo kurenganurwa buteganyijwe.
Hari ibindi by’ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Uruhushya rwo kwambuka umupaka rukoreshwa umunsi ku munsi n’abaturage baturiye umupaka mu mirimo yabo ibasaba kwambuka umupaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n’amategeko	Ntabyo

3. GUSABA URWANDIKO RW'INZIRA RUSIMBURA URW'ABAJYA MU MAHANGA KU BANA B'IMFUBYI BAFITE MUNSI Y'IMYAKA 16

<table>
<tr><td>Serivisi ni iyihe? Nujuje ibisabwa?</td><td>Abana bashaka kujya mu mahanga bagomba kuba bafite urwandiko rw'inzira rusimbura urw'abajya mu mahanga. Uru rwandiko rugira agaciro k'umwaka umwe kandi rukoreshwa gusa kujya mu Burundi, Repubulika iharanira Demokarasi ya Kongo, Kenya, Tanzaniya na Uganda.</td></tr>
<tr><td>Serivisi itangwa ryari?</td><td>Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za ni mugoroba.</td></tr>
<tr><td>Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?</td><td>Hagati y'umunsi umwe n'iminsi ibiri. Iyo hari impamvu izwi kandi yihutirwa, icyo cyangombwa gitangwa uwo munsi.</td></tr>
<tr><td>Niba serivisi yishyurwa, igiciro ni ikihe?</td><td>Amafaranga ibihumbi bitatu (3000 Rwf). Usibye amafaranga y'icyangombwa, hari andi mafaranga 1200 atangirwa ku Kagari.</td></tr>
<tr><td>Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?</td><td>Amafoto abiri magufi y'ibara
Inyemezabwishyu y'amafaranga 1,200 frw yishyurwa ku Kagari
Icyemezo kigaragaza ko umwana arerwa mu buryo bwemewe n'amategeko
Inyemezabwishyu y'amafaranga 3,000 Rwf yishyurwa ku Kigo cya Leta gishinzwe imisoro
Kopi z'Indangamuntu z'ababyeyi barera umwana kubw'amategeko(umugore n'umugabo)
Kopi y'icyemezo cy'amavuko cy'umwana
Ibaruwa isaba ivuye mu Kagari isinyweho n'ababyeyi bombi
Ifishi yabugenewe itangwa n'Ikigo cy'Abinjira isinyweho n'ababyeyi barera umwana.</td></tr>
<tr><td>Binyura mu zihe nzira kugirango uyihabwe?</td><td>Gusaba uruhushya rw'inzira rusimbura urw'abajya mu mahanga ku mwana w'impfubyi uri munsi y'imyaka 16:
Kujya ku Biro by'Akagari, umwana n'ababyeyi bamwakiriye. Kwitwaza kopi z'Indangamuntu z'ababyeyi bakiriye umwana n'icyemezo cy'amavuko cy'umwana biherekejwe n'amafoto abiri magufi y'ibara.
Kwishyura ku Kagari amafaranga 1200 ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa w'Akagari
Kujya kwishyura kuri Banki (ECOBANK, Banki y'Abaturage) amafaranga ibihumbi bitatu (3000) ukajyana urupapuro wishyuriyeho ku Biro by'Ikigo gishinzwe kwinjiza imisoro n'amahoro bakaguha inyemezabwishyu yemewe.
Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere.
Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana. Ababyeyi barera umwana bandika izina rye ahagenewe gusinywa mbere yo Gusaba iyo fishi.
Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka umunsi ukurikiyeho gutwara uruhushya rw'inzira rw'umwana.</td></tr>
<tr><td>Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)</td><td>Akagari n'Umurenge</td></tr>
<tr><td>Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?</td><td>Ibibazo bishobora gushyikirizwa Umuyobozi w'Ibiro by'Abinjira ku Rwego rw'Intara.</td></tr>
<tr><td>Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?</td><td>Ntabyo</td></tr>
<tr><td>Impapuro zuzuzwa</td><td>Ntazo</td></tr>
<tr><td>Ibyangombwa bisabwa n'amategeko</td><td>Ntabyo</td></tr>
</table>

4. GUSABA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA

Serivisi ni iyihe? Nujuje ibisabwa?	Iki ni Icyangombwa cy'inzira gihabwa Abanyarwanda bose bifuza kujya mu Bihugu bya Burundi, Repubulika Iharanira demokarasi ya Kongo, Kenya, Tanzaniya na Uganda. Kimara umwaka umwe
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu guhera saa moya za mugitondo kugeza saa kumi n'imwe z'umugoroba. Amasaha y'akazi ashobora kongerwa mu gihe bibaye ngombwa.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Umunsi umwe (1) nyuma yo Gusaba ibyangombwa byose bisabwa mu Biro bishinzwe Abinjira.
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga ibihumbi bitatu (3000 Rwf). Usibye aya mafaranga, usaba Urwandiko rusimbura urw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: • 1200 Rwf yo gusaba Urwandiko rusimbura urw'abajya mu mahanga, • Amafaranga y'Uburezi n'aya FARG ari hagati ya 100 Rwf na 5000 Rwf bitewe n'icyemezo cy'Inama Njyanama y'Umurenge.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Amafoto abiri magufi y'ibara • Inyemezabwishyu y'amafaranga 3,000 rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro yanditseho amazina y'usaba Icyangombwa • Uruhushya rwo kujya mu mahanga rusinyweho n'Abanyamabanga Nshingwabikorwa b'Umurenge n'Akagari, Umukuru w'Umudugudu n'abandi bayobozi babiri bo mu Mudugudu • Inyemezabwishyu y'amafaranga 1,200 n'ay'Uburezi na FARG • Kopi y'Indangamuntu y'usaba uruhushya • Ifishi yabugenewe yujuje igaragaza umwirondoro w'uwasabye uruhushya • Ibaruwa isaba Urwandiko rusimbura urw'abajya mu mahanga ishobora kuba yandikiwe Umuyobozi Mukuru w'Ikigo cy'Abinjira n'Abasohoka.
Binyura mu zihe nzira kugira ngo uyihabwe?	• Gusaba Urwandiko rusimbura urw'abajya mu mahanga bitangirira ku Kagari ugahabwa Ifishi yo kuzuza yabugenewe • Kuzuza Ifishi neza ukayisinyisha ku Bayobozi batatu cg babiri b'Umudugudu n'Umunyamabanga Nshingwabikorwa w'Akagari • Kujyana iyo fishi ku Murenge witwaje amafoto abiri magufi y'ibara • Kwishyura Ku Murenge amafaranga 1,200 Rwf y'Urwandiko rusimbura urw'abajya mu mahanga hamwe n'ay'Uburezi na FARG • Ku Murenge basigarana ya Fishi yavuye mu Kagari bakayishyiraho ifoto imwe hanyuma bakakuzuriza indi fishi bashyiraho ifoto isigaye. Impapuro zose wishyuriyeho nazo bazomeka kuri iyo fishi • Kwishyura amafaranga 3,000 RwF kuri Banki ukajyana urupapuro wishyuriyeho ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro bakaguha inyemezabwishyu yemewe • Gutwara ibyo byangombwa byose ku Biro bishinzwe Abinjira • Nyuma yo kugenzura ko ibyangombwa byose byuzuye, umukozi

	w'Ibiro by'Abinjira aguha Ifishi yabugenewe ukayuzuza, ukayisinya, ukayimusubiza • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka ku munsi ukurikiyeho gufata Urwandiko rusimbura urw'abajya mu mahanga ku Biro bishinzwe Abinjira.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari n'Umurenge
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Ku bantu bataye Indangamuntu zabo cyangwa se amazina yabo yanditse nabi, basabwa kwerekana Icyangombwa gisimbura Indangamuntu gitangwa n'Umurenge kitarengeje amezi atatu gitanzwe.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

5. GUSABA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE UMUBYEYI UMWE (SE)

Serivisi ni iyihe? Nujuje ibisabwa?	Abana bashaka kujya hanze y'Igihugu bagomba kugira Icyangombwa cy'inzira. Icyangombwa cy'inzira gifite agaciro k'umwaka umwe gikoreshwa mu Bihugu bihana imbibi n'u Rwanda no muri Kenya.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Umunsi umwe
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga ibihumbi bitatu (3000 Rwf). Usibye aya mafaranga, usaba Urwandiko rusimbura urw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: 1200 Rwf yo gusaba Urwandiko rusimbura urw'abajya mu mahanga n'amafaranga y'Uburezi n'aya FARG
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Amafoto abiri magufi y'ibara • Inyemezabwishyu y'amafaranga y'Icyangombwa itangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro yanditseho amazina y'usaba Icyangombwa • Inyemezabwishyu yishyuriweho amafaranga mu Murenge • Kopi y'Indangamuntu ya se w'umwana • Kopi y'icyemezo cy'amavuko cy'umwana • Ifishi itangwa n'Ibiro bishinzwe Abinjira igaragaza umwirondoro w'umwana kandi igasinywa na se • Ibaruwa isaba urwandiko rusimbura urw'abajya mu mahanga isinywe na se • Iyo nyina w'umwana yapfuye, kwerekana icyemezo kibyemeza • Iyo nyina w'umwana aba ahantu hatazwi, kwerekana icyemezo gitangwa n'Umurenge kigaragaza ko se aba wenyine.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba uruhushya rw'inzira ku mwana uri munsi y'imyaka 16 ufite se gusa bikorwa ku buryo bukurikira: • Kujya ku Biro by'Umurenge gusabira umwana icyangombwa. Kwitwaza kopi y'Indangamuntu ya se n'icyemezo cy'amavuko cy'umwana biherekejwe n'amafoto abiri magufi y'ibara. Kwishyura amafaranga 1200 ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kujya kwishyura kuri Banki amafaranga ibihumbi bitatu (3000) ukajyana urupapuro wishyuriyeho ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro kikaguha inyemezabwishyu yemewe • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana urwandiko rusimbura urw'abajya mu mahanga kandi isinywe na se. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa na se. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka umunsi ukurikiyeho gutwara uruhushya rw'inzira rw'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Umurenge
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Gusaba ibyangombwa by'inzira ku bana bafite munsi y'imyaka 16 biritonderwa cyane bigasaba ibyangombwa bitandukanye mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

6. GUSABA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE UMUBYEYI UMWE (NYINA)

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya hanze y'Igihugu bagomba kugira Icyangombwa cy'inzira. Icyangombwa cy'inzira gifite agaciro k'umwaka umwe gikoreshwa mu Bihugu bihana imbibi n'u Rwanda no muri Kenya.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Umunsi umwe
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga ibihumbi bitatu (3000 Rwf). Usibye aya mafaranga, usaba Urwandiko rusimbura urw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: 1200 Rwf yo gusaba Urwandiko rusimbura urw'abajya mu mahanga n'amafaranga y'Uburezi n'aya FARG.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Amafoto abiri magufi y'ibara • Urupapuro rwishyuriweho amafaranga y'Icyangombwa rutangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro rwanditseho amazina y'usaba Icyangombwa • Urupapuro rwishyuriweho amafaranga mu Murenge • Kopi y'Indangamuntu ya nyina w'umwana • Kopi y'icyemezo cy'amavuko cy'umwana • Ifishi itangwa n'Ibiro bishinzwe Abinjira igaragaza umwirondoro w'umwana kandi igasinywa na nyina • Ibaruwa isaba urwandiko rw'inzira rw'abajya mu mahanga isinywe na nyina • Iyo se w'umwana yapfuye, kwerekana icyemezo kibyemeza • Iyo se aba ahantu hatazwi, kwerekana icyemezo gitangwa n'Umurenge kigaragaza ko nyina aba wenyine.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba uruhushya rw'inzira ku mwana uri munsi y'imyaka 16 ufite nyina gusa bikorwa ku buryo bukurikira: • Kujya ku Biro by'Umurenge gusabira umwana icyangombwa. Kwitwaza kopi y'Indangamuntu ya nyina n'icyemezo cy'amavuko cy'umwana biherekejwe n'amafoto abiri magufi y'ibara. • Kwishyura amafaranga 1200 ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kujya kwishyura kuri Banki amafaranga ibihumbi bitatu (3000) ukajyana urupapuro wishyuriyeho ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro bakaguha inyemezabwishyu. • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana icyangombwa cy'inzira kandi isinywe na nyina. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa na nyina. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka umunsi ukurikiyeho gutwara uruhushya rw'inzira rw'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari n'Umurenge
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Ntabyo
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

7. GUSABA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA KU BANA BAFITE MUNSI Y'IMYAKA 16 BAFITE ABABYEYI BOMBI

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya hanze y'Igihugu bagomba kugira urwandiko rusimbura urw'abajya mu mahanga. Urwandiko rusimbura urw'abajya mu mahanga rufite agaciro k'umwaka umwe kandi rukoreshwa mu Bihugu bihana imbibi n'u Rwanda no muri Kenya.
Serivisi itangirwa mu rihe shami ry'Ubuyobozi?	Ibiro bishinzwe Abinjira mu Karere
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Hagati y'umunsi umwe n'iminsi ibiri, ariko kubera impamvu zihutirwa kandi zumvikana, Icyemezo gishobora gutangwa uwo munsi.
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga ibihumbi bitatu (3000 Rwf). Usibye aya mafaranga, usaba Urwandiko rusimbura urw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: 1200 Rwf yo gusaba Urwandiko rusimbura urw'abajya mu mahanga n'amafaranga y'Uburezi n'aya FARG.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Amafoto abiri magufi y'ibara • Inyemezabwishyu y'amafaranga 3000 itangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro yanditseho amazina y'usaba Icyangombwa • Inyemezabwishyu yishyuriweho amafaranga mu Murenge • Kopi z'Indangamuntu z'ababyeyi • Kopi y'icyemezo cy'amavuko cy'umwana • Ifishi itangwa n'Ibiro bishinzwe Abinjira igaragaza umwirondoro w'umwana kandi igasinywa n'ababyeyi b'umwana • Ibaruwa isaba Urwandiko rusimbura urw'abajya mu mahanga isinywe n'ababyeyi bombi.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba urwandiko rusimbura urw'abajya mu mahanga ku mwana uri munsi y'imyaka 16 ufite ababyeyi bombi bikorwa ku buryo bukurikira: • Kujya ku Biro by'Umurenge gusabira umwana icyangombwa. Kwitwaza kopi z'Indangamuntu z'ababyeyi bombi n'icyemezo cy'amavuko cy'umwana biherekejwe n'amafoto abiri magufi y'ibara. • Kwishyura amafaranga 1200 ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kujya kwishyura kuri Banki amafaranga ibihumbi bitatu (3000) ukajyana urupapuro wishyuriyeho ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro bakaguha inyemezabwishyu yemewe. • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana urwandiko rusimbura urw'abajya mu mahanga kandi isinyweho n'ababyeyi bombi. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywaho n'ababyeyi bombi. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka umunsi ukurikiyeho gutwara urwandiko rusimbura urw'abajya mu mahanga rw'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari n'Umurenge
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Ntabyo
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

8. GUSABA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA KU BANA BAFITE MUNSI Y'IMYAKA 16 BAKOMOKA KU BABYEYI BATASHYINGIRANYWE

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya hanze y'Igihugu bagomba kugira urwandiko rusimbura urw'abajya mu mahanga. Urwandiko rusimbura urw'abajya mu mahanga rugira agaciro k'umwaka umwe kandi rugakoreshwa mu Bihugu bihana imbibi n'u Rwanda no muri Kenya.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Hagati y'umunsi umwe n'iminsi ibiri, ariko kubera impamvu zihutirwa kandi zumvikana, Icyemezo gishobora gutangwa uwo munsi.
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga ibihumbi bitatu (3000 Rwf). Usibye aya mafaranga, usaba Urwandiko rusimbura urw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: 1200 Rwf yo gusaba Urwandiko rusimbura urw'abajya mu mahanga n'amafaranga y'Uburezi n'aya FARG.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Amafoto abiri magufi y'ibara • Inyemezabwishyu yishyuriweho amafaranga 1200 mu Murenge • Inyemezabwishyu yishyuriweho amafaranga 3000 y'Icyangombwa rutangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro rwanditseho amazina y'usaba Icyangombwa • Kopi y'Indangamuntu ya nyina w'umwana • Kopi y'icyemezo cy'amavuko cy'umwana • Icyemezo kigaragaza ko nyina w'umwana atigeze ashyingirwa • Ifishi itangwa n'Ibiro bishinzwe Abinjira igaragaza umwirondoro w'umwana kandi igasinywaho n'ababyeyi bombi • Ibaruwa isaba Urwandiko rusimbura urw'abajya mu mahanga isinyweho n'ababyeyi bombi.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusabira urwandiko rusimbura urw'abajya mu mahanga umwana uri munsi y'imyaka 16 ufite ababyeyi batashyingiranywe bikorwa mu buryo bukurikira: • Kujya ku Biro by'Umurenge gusabira umwana urwandiko rusimbura urw'abajya mu mahanga ukishyura amafranga 1200. • Nyina w'umwana yandika ibaruwa isabira umwana urwandiko rusimbura urw'abajya mu mahanga, ariko rugashyuirwahi umukono n'ababyeyi bombi. • Kujya kwishyura ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro cyangwa se kuri Banki ukishyura amafaranga ibihumbi bitatu (3000). Iyo wishyuriye kuri Banki ujyana urupapuro wishyuriyeho ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro bakaguha inyemezabwishyu yemewe. • Komeka ku ibaruwa isaba ibyangombwa byose byavuzwe haruguru • Kujyana umwana n'ababyeyi bombi ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa gusabira umwana urwandiko rusimbura urw'abajya mu mahanga. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa n'ababyeyi bombi. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka umunsi ukurikiyeho gutwara uruhushya rw'inzira rw'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ibiro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro (RRA).
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Ntabyo
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

9. GUSABA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA KU BANA BAFITE MUNSI Y'IMYAKA 16 BAFITE ABABYEYI BABA HANZE Y'U RWANDA

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya hanze y'Igihugu bagomba kugira urwandiko rusimbura urw'abajya mu mahanga. Urwo rwandiko rusimbura urw'abajya mu mahanga rugira agaciro k'umwaka umwe rugakoreshwa mu Bihugu bihana imbibi n'u Rwanda no muri Kenya.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe ?	Hagati y'umunsi umwe n'iminsi ibiri, ariko kubera impamvu zihutirwa kandi zumvikana, Icyemezo gishobora gutangwa uwo munsi.
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga ibihumbi bitatu (3000 Rwf). Usibye aya mafaranga, usaba urwandiko rusimbura urw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: 1200 Rwf yo gusaba urwandiko rusimbura urw'abajya mu mahanga n'amafaranga y'Uburezi n'aya FARG.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Amafoto abiri magufi y'ibara • Urupapuro rwishyuriweho amafaranga y'Icyangombwa rutangwa n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro rwanditseho amazina y'usaba Icyangombwa • Urupapuro rwishyuriweho amafaranga mu Murenge • Kopi y'Indangamuntu z'ababyeyi bombi • Kopi y'icyemezo cy'amavuko cy'umwana • Ifishi itangwa n'Ibiro bishinzwe Abinjira igaragaza umwirondoro w'umwana kandi igasinywaho n'ababyeyi bombi • Ibaruwa isaba Urwandiko rusimbura urw'abajya mu mahanga isinyweho n'ababyeyi bombi • Ibaruwa y'uhagarariye u Rwanda mu Gihugu cy'amahanga yemeza ababyeyi b'umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	Ababyeyi b'umwana baba hanze bagomba guha uburenganzira umuntu ubana n'umwana mu Rwanda kugira ngo amusabire urwandiko rusimbura urw'abajya mu mahanga. • Umuntu ubana n'umwana mu Rwanda asaba ababyeyi kwandika ibaruwa isabira umwana urwandiko rusimbura urw'abajya mu mahanga kandi bakayisinyaho bombi igaherekezwa na kopi z'ibiranga ababyeyi, ifishi yabugenewe yujuje neza kandi isinyweho n'ababyeyi bombi n'ibaruwa yanditswe n'uhagarariye u Rwanda mu Gihugu ababyeyi babamo (cyangwa yanditswe ikanasinywa na Noteri wa Leta muri icyo Gihugu). • Kujya ku Biro by'Umurenge gusaba Urwandiko rusimbura urw'abajya mu mahanga y'umwana ukahishyurira amafaranga 1,200 Rwf • Kujya na none kuri Banki ukishyura amafaranga 3,000 Rwf y' urwandiko rusimbura urw'abajya mu mahanga ukajyana urupapuro wishyuriyeho ku Biro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro bakaguha inyemezabwishyu yemewe • Gushyikiriza umukozi w'Ibiro bishinzwe Abinjira ibyangombwa byose biherekejwe inyemezabwishyu yatanzwe n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro • Umukozi ubishinzwe agenzura ko ibyangombwa byose byuzuye akabishyira hamwe hanyuma akaguha gahunda yo kugaruka ku munsi ukurikiyeho gutwara urwandiko rusimbura urw'abajya mu mahanga.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Umurenge n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

10. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA

Serivisi ni iyihe ? Nujuje ibisabwa ?	Urwandiko rw'abajya mu mahanga ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu Mahanga. Ushobora gusabira Urwandiko rw'abajya mu mahanga ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku cyicaro gikuru i Kigali. Urwandiko rw'abajya mu mahanga rugira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba. Amasaha y'akazi ashobora kongerwa igihe cyose bibaye ngombwa.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe ?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kurubona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cy'urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba Urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga mu Kagari: 1200 Rwf yo gusaba Urwandiko rw'abajya mu mahanga, amafaranga y'Uburezi n'aya FARG ari hagati ya 100 Rwf na 5000 Rwf bitewe n'icyemezo cy'Inama Njyanama y'Umurenge
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	Ibyangombwa bikurikira nibyo bisabwa kugira ngo umuntu ahabwe Urwandiko rw'abajya mu mahanga: • Ifoto ngufi y'ibara ifite imbere h'umweru • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro yanditseho amazina y'usaba Urwandiko rw'abajya mu mahanga • Icyemezo gitangwa n'Akagari • Impapuro zishyuriweho amafaranga mu Kagari • Kopi y'Indangamuntu y'usaba Urwandiko rw'abajya mu mahanga • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu • Ifishi yabugenewe yujuje neza kandi isinye.
Binyura mu zihe nzira kugira ngo uyihabwe?	• Gusaba urwandiko rw'abajya mu mahanga bitangirira mu Kagari aho baguha ifishi yo kuzuza isaba Urwandiko rw'abajya mu mahanga • Kuzuza neza iyo fishi igasinywaho n'Umunyamabanga Nshingwabikorwa w'Akagari • Kwishyura ku Kagari amafaranga 1,200 Rwf n'amafaranga y'Uburezi ndetse n'aya FARG • Kwishyura amafaranga 50,000 Rwf ya Urwandiko rw'abajya mu mahanga mu Kigo gishinzwe kwakira Imisoro n'Amahoro • Ibyo byangombwa byose bishyikirizwa umukozi w'Ibiro byo mu Karere bishinzwe Abinjira akagenzura ko byuzuye • Iyo ibyangombwa byuzuye uhabwa ifishi yabugenewe yo gusaba Urwandiko rw'abajya mu mahanga, ukayuzuza neza kandi ukasinyaho mbere yo kuyitanga • Ibyo byangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi icumi (10) gutwara Urwandiko rw'abajya mu mahanga.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo gishinzwe kwakira Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku rwego rw'Intara
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Ntabyo
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

11. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU MWANA W'IMFUBYI YIRERA URI MUNSI Y'IMYAKA 16

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu Mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku Cyicaro Gikuru i Kigali. Urwandiko rw'abajya mu mahanga rugira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kurubona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cy'urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	Ibyangombwa bikurikira nibyo bisabwa kugira ngo umuntu ahabwe urwandiko rw'abajya mu mahanga: • Ifoto ngufi y'ibara ifite imbere h'umweru • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro yanditseho amazina y'usaba urwandiko rw'abajya mu mahanga • Icyemezo gitangwa n'Akagari • Icyemezo cy'amavuko cy'umwana • Impapuro zishyuriweho amafaranga mu Kagari • Icyemezo kigaragaza ko umwana ari imfubyi yirera • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu • Ifishi yabugenewe yujuje neza kandi isinyweho n'umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba urwandiko rw'abajya mu mahanga ku mpfubyi iri munsi y'imyaka 16 bikorwa k'uburyo bukurikira: • Kujya ku Kagari aho baguha ifishi yo kuzuza isaba Urwandiko rw'abajya mu mahanga • Gusaba ku Kagari icyemezo cy'uko uri impfubyi yibana • Kwishyura amafranga 1200(Frw) yo gusaba urwandiko rw'abajya mu mahanga no kuzuza neza ifishi yabugenewe igasinywaho n'Umunyamabanga Nshingwabikorwa w'Akagari • Kwishyura amafaranga 50,000 Rwf ya Urwandiko rw'abajya mu mahanga mu Kigo gishinzwe kwakira Imisoro n'Amahoro • Ibyo byangombwa byose biherekejwe n'icyemezo cy'amavuko cy'umwana ndetse n'icyemezo cyemeza ko umwana ari imfubyi yirera bishyikirizwa umukozi w'Ibiro byo mu Karere bishinzwe Abinjira akagenzura ko byuzuye • Iyo ibyangombwa byuzuye uhabwa ifishi yabugenewe yo gusaba Urwandiko rw'abajya mu mahanga, ukayuzuza neza kandi ukayisinyaho mbere yo kuyitanga • Ibyo byangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi icumi (10) gutwara Urwandiko rw'abajya mu mahanga.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ikigo gishinzwe kwakira Imisoro n'Amahoro, Ibiro bikuru bishinzwe abinjira n'abasohoka
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku rwego rw'Intara
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Gusaba ibyangombwa by'inzira ku bana bafite munsi y'imyaka 16 biritonderwa cyane bigasaba ibyangombwa bitandukanye mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

12. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE ABABYEYI BATASHYINGIRANYWE

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu Mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku cyicaro gikuru i Kigali. Urwandiko rw'abajya mu mahanga rugira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kuyibona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cy'urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba Urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba Urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	Ibyangombwa bikurikira nibyo bisabwa kugira ngo umuntu ahabwe Urwandiko rw'abajya mu mahanga: • Ifoto ngufi y'ibara ifite imbere h'umweru • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro yanditseho amazina y'usaba Urwandiko rw'abajya mu mahanga • Inyemezabwishyu y'amafaranga 1200 Rwf yishyuwe ku Kagari • Icyemezo cy'amavuko cy'umwana • Icyemezo kigaragaza ko nyina w'umwana atigeze ashyingirwa • Kopi y'indangamuntu ya nyina w'umwana • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu igasinywaho n'ababyeyi bombi • Ifishi yabugenewe yujuje neza kandi isinyweho n'ababyeyi b'umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	• Gusaba urwandiko rw'abajya mu mahanga bitangirira mu Kagari aho baguha ifishi yo kuzuza isaba Urwandiko rw'abajya mu mahanga • Kuzuza neza iyo fishi igasinywaho n'Umunyamabanga Nshingwabikorwa w'Akagari • Kwishyura ku Kagari amafaranga 1,200 Rwf • Kwishyura amafaranga 50,000 Rwf ya Urwandiko rw'abajya mu mahanga mu Kigo gishinzwe kwakira Imisoro n'Amahoro • Ibyo byangombwa byose byavuzwe haruguru biherekejwe n'icyemezo cy'amavuko cy'umwana ndetse n'icyemezo cyemeza ko nyina w'umwana atigeze ashyingirwa bishyikirizwa umukozi w'Ibiro byo mu Karere bishinzwe Abinjira akagenzura ko byuzuye • Iyo ibyangombwa byuzuye uhabwa ifishi yabugenewe yo gusaba Urwandiko rw'abajya mu mahanga, ukayuzuza neza kandi igasinywaho n'ababyeyi bombi mbere yo kuyitanga • Ibyo byangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi icumi (10) gutwara Urwandiko rw'abajya mu mahanga.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo gishinzwe kwakira Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Gusaba ibyangombwa by'inzira ku bana bafite munsi y'imyaka 16 biritonderwa cyane bigasaba ibyangombwa bitandukanye mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

13. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE ABABYEYI BABA MU MAHANGA

Serivisi ni iyihe ? Nujuje ibisabwa ?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu Mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku cyicaro gikuru i Kigali. Urwandiko rw'abajya mu mahanga rugira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kuyibona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cya urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba Urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	Ibyangombwa bikurikira nibyo bisabwa kugira ngo umuntu ahabwe urwandiko rw'abajya mu mahanga: • Ifoto ngufi y'ibara ifite imbere h'umweru • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro yanditseho amazina y'usaba Urwandiko rw'abajya mu mahanga • Inyemezabwishyu y'amafaranga 1200 Rwf yishyuwe ku Kagari • Icyemezo cy'amavuko cy'umwana • ifishi yabugenewe yo gusaba Urwandiko rw'abajya mu mahanga, ukayuzuza neza kandi igasinywaho n'ababyeyi bombi mbere yo kuyitanga • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu igasinywaho n'ababyeyi bombi • Icyemezo gitangwa n'Uhagarariye u Rwanda mu Gihugu yemeza ko abo babyeyi bagituyemo cyangwa ibarwa y'ababyeyi iha uburenganzira uzarebera uwo mwana igashyirwaho umukono na noteri w'icyi gihugu
Binyura mu zihe nzira kugira ngo uyihabwe?	• Ababyeyi b'umwana baba hanze bagomba guha uburenganzira umuntu ubana n'umwana mu Rwanda kugira ngo amusabire Urwandiko rw'abajya mu mahanga. • Umuntu ubana n'umwana mu Rwanda asaba ababyeyi kwandika ibaruwa isabira umwana Urwandiko rw'abajya mu mahanga kandi bakayisinyaho bombi igaherekezwa na kopi z'ibiranga ababyeyi, ifishi yabugenewe yujuje neza kandi isinyweho n'ababyeyi bombi n'ibaruwa yanditswe n'uhagarariye u Rwanda mu Gihugu ababyeyi babamo (cyangwa yanditswe ikanasinywa na Noteri wa Leta muri icyo Gihugu). • Kujya ku Biro by'Akagari gusaba Urwandiko rw'abajya mu mahanga y'umwana ukahishyurira amafaranga 1,200 Rwf • Kwishyura amafaranga 50,000 Rwf ku Biro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro • Gushyikiriza umukozi w'Ibiro bishinzwe Abinjira ibyangombwa byose biherekejwe n'Urupapuro rugaragaza ko wishyuye rwatanzwe n'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro • Umukozi ubishinzwe agenzura ko ibyangombwa byose byuzuye akabishyira hamwe hanyuma akaguha gahunda yo kugaruka nyuma y'iminsi 10 gutwara Urwandiko rw'abajya mu mahanga rw'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo gishinzwe kwakira Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Gusaba ibyangombwa by'inzira ku bana bafite munsi y'imyaka 16 biritonderwa cyane bigasaba ibyangombwa bitandukanye mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

14. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE UMUBYEYI UMWE (SE)

Serivisi ni iyihe? Nujuje ibisabwa?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu Mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku cyicaro gikuru i Kigali. Urwandiko rw'abajya mu mahanga rugira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kuyibona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cy'urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ifoto ngufi y'ibara ifite imbere h'umweru • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro yanditseho amazina y'usaba Urwandiko rw'abajya mu mahanga • Inyemezabwishyu y' amafaranga 1200 Rwf yishyurwa ku Kagari • Icyemezo cy'amavuko cy'umwana • Icyemezo gitangwa n'Umurenge n'Akagari kigaragaza ko se ariwe mubyeyi wenyine umwana afite • Kopi y'indangamuntu ya se w'umwana • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu igasinywaho na se w'umwana • Ifishi yabugenewe yujuje neza kandi isinyweho na se w'umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba Urwandiko rw'abajya mu mahanga ku mwana uri munsi y'imyaka 16 ufite se gusa bikorwa ku buryo bukurikira: • Kujya ku Biro by'Akagari gusabira umwana icyangombwa. Kwitwaza kopi y'Indangamuntu ya se n'icyemezo cy'amavuko cy'umwana biherekejwe n'ifoto ngufi y'ibara. Kwishyura amafaranga 1200 Rwf ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kwishyura amafaranga 50,000 Rwf ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana Urwandiko rw'abajya mu mahanga kandi isinywe na se. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa na se. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi 10 gutwara Urwandiko rw'abajya mu mahanga rw'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Urwandiko rw'abajya mu mahanga ku bana bafite munsi y'imyaka 16 itangwa hamaze gukorwa igenzura rihagije mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

15. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE UMUBYEYI UMWE (NYINA)

Serivisi ni iyihe? Nujuje ibisabwa?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku cyicaro gikuru i Kigali. Urwandiko rw'abajya mu mahanga rugira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kuyibona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cya urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba Urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba Urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ifoto ngufi y'ibara ifite imbere h'umweru • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro yanditseho amazina y'usaba urwandiko rw'abajya mu mahanga • Inyemezabwishyu y' amafaranga 1200 Rwf yishyurwa ku Kagari • Icyemezo cy'amavuko cy'umwana • Icyemezo gitangwa n'Umurenge n'Akagari kigaragaza ko nyina atarashyingirwa byemewe n'amategeko • Kopi y'indangamuntu ya nyina w'umwana • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu igasinywaho na se w'umwana • Ifishi yabugenewe yujuje neza kandi isinyweho na nyina w'umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba Urwandiko rw'abajya mu mahanga ku mwana uri munsi y'imyaka 16 ufite nyina gusa bikorwa mu buryo bukurikira: • Kujya ku Biro by'Akagari gusabira umwana uruhushya rw'abajya mu mahanga. Ukishyura amafaranga 1200 Rwf ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kwishyura amafaranga 50,000 Rwf ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana Urwandiko rw'abajya mu mahanga kandi isinywe na nyina. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa na nyina. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi 10 gutwara Urwandiko rw'abajya mu mahanga y'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Urwandiko rw'abajya mu mahanga ku bana bafite munsi y'imyaka 16 rutangwa hamaze gukorwa igenzura rihagije mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

16. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU BANA BARI MUNSI Y'IMYAKA 16 BAFITE ABABYEYI BOMBI

Serivisi ni iyihe? Nujuje ibisabwa?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu Mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku Cyicaro Gikuru i Kigali. Urwandiko rw'abajya mu mahanga igira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kuyibona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cy'urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba Urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba Urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ifoto ngufi y'ibara ifite imbere h'umweru • Urupapuro rwishyuriweho amafaranga 50,000 Rwf rutangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro rwanditseho amazina y'usaba Urwandiko rw'abajya mu mahanga • Icyemezo gitangwa n'Akagari • Icyemezo cy'amavuko cy'umwana • Impapuro zishyuriweho amafaranga mu Kagari • Kopi z'indangamuntu z'ababyeyi b'umwana • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu igasinywaho n'ababyeyi b'umwana • Ifishi yabugenewe yujuje neza kandi isinyweho n'ababyeyi bombi b'umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba Urwandiko rw'abajya mu mahanga ku mwana uri munsi y'imyaka 16 ufite ababyeyi bombi bikorwa mu buryo bukurikira: • Kujya ku Biro by'Akagari gusabira umwana icyangombwa. Kwitwaza kopi z'Indangamuntu z'ababyeyi n'icyemezo cy'amavuko cy'umwana biherekejwe n'ifoto ngufi y'ibara. Kwishyura amafaranga 1200 Rwf ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kwishyura amafaranga 50,000 Rwf ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana Urwandiko rw'abajya mu mahanga kandi isinyweho n'ababyeyi bombi b'umwana. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa n'ababyeyi bombi. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi 10 gutwara Urwandiko rw'abajya mu mahanga y'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Urwandiko rw'abajya mu mahanga ku bana bafite munsi y'imyaka 16 itangwa hamaze gukorwa igenzura rihagije mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

17. GUSABA URWANDIKO RW'ABAJYA MU MAHANGA KU BANA B'IMFUBYI BARI MUNSI Y'IMYAKA

Serivisi ni iyihe? Nujuje ibisabwa?	Abana bashaka kujya mu Bihugu by'Amahanga bagomba kuba bafite Urwandiko rw'abajya mu mahanga. Iki ni Icyangombwa cy'inzira gikoreshwa mu ngendo zijya mu mahanga, gishobora gusabirwa ku Biro ibyo aribyo byose byo mu Karere bishinzwe Abinjira cyangwa ku cyicaro gikuru i Kigali. Urwandiko rw'abajya mu mahanga igira agaciro k'imyaka itanu.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kuyibona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ikiguzi cy'urwandiko rw'abajya mu mahanga gihwanye n'amafaranga ibihumbi mirongo itanu (50,000 Rwf). Usibye aya mafaranga, usaba Urwandiko rw'abajya mu mahanga asabwa no kwishyura amafaranga 1200 Rwf mu Kagari yo gusaba Urwandiko rw'abajya mu mahanga ku bana gusa.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ifoto ngufi y'ibara ifite imbere h'umweru • Urupapuro rwishyuriweho amafaranga 50,000 Rwf rutangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro rwanditseho amazina y'usaba Urwandiko rw'abajya mu mahanga • Icyemezo gitangwa n'Akagari • Icyemezo cy'amavuko cy'umwana • Kopi y'ibaruwa y'ababyeyi bakiriye umwana (adoption letter) • Inyemezabwishyu y'amafaranga yishyuwe mu Kagari • Kopi z'indangamuntu z'ababyeyi bakiriye umwana • Ibaruwa isaba urwandiko rw'abajya mu mahanga yandikiwe Umuyobozi Mukuru w'Ikigo gishinzwe Abinjira n'Abasohoka mu Gihugu igasinywaho n'ababyeyi bakiriye umwana • Ifishi yabugenewe yujuje neza kandi isinyweho n'ababyeyi bombi bakiriye umwana.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba Urwandiko rw'abajya mu mahanga ku mwana w'imfubyi uri munsi y'imyaka 16 bikorwa mu buryo bukurikira: • Ababyeyi bakiriye umwana bajya ku Biro by'Akagari gusabira umwana icyangombwa. Kwitwaza kopi z'Indangamuntu z'ababyeyi bombi bakiriye umwana n'icyemezo cy'amavuko cy'umwana biherekejwe n'ifoto ngufi y'ibara. Kwishyura amafaranga 1200 Rwf ugahabwa ifishi yujujwe kandi isinyweho n'Umunyamabanga Nshingwabikorwa • Kwishyura amafaranga 50,000 Rwf ku Biro by'Ikigo gishinzwe kwinjiza Imisoro n'Amahoro • Kujyana ibyangombwa byose byavuzwe haruguru ku Biro bishinzwe Abinjira mu Karere biherekejwe n'ibaruwa isabira umwana Urwandiko rw'abajya mu mahanga kandi isinyweho n'ababyeyi bombi bakiriye umwana. • Umukozi w'Ibiro bishinzwe Abinjira agenzura ibyangombwa yasanga byuzuye agatanga Ifishi yabugenewe yo kuzuza igaragaza umwirondoro w'umwana igasinywa n'ababyeyi bombi bakiriye umwana. • Ibyangombwa byose bishyirwa hamwe ugahabwa gahunda yo kugaruka nyuma y'iminsi 10 gutwara Urwandiko rw'abajya mu mahanga y'umwana.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Akagari, Banki n'Ibiro by'Ikigo cy'Igihugu gishinzwe kwinjiza Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi ushinzwe Abinjira ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Urwandiko rw'abajya mu mahanga ku bana bafite munsi y'imyaka 16 itangwa hamaze gukorwa igenzura rihagije mu rwego rwo kwirinda igurishwa ry'abana cyangwa ibindi byaha byose bakorerwa muri icyo gihe cyo kubambutsa imipaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

18. GUSABA GUHINDURA URWANDIKO RW'ABAJYA MU MAHANGA RWUZUYE MBERE Y'IRANGIRA RY'AGACIRO KARWO

Serivisi ni iyihe? Nujuje ibisabwa?	Inzandiko rw'abajya mu mahanga zifite amapaji yagenewe gushyirwaho viza yuzuye mbere y'uko agaciro kazo karangira zigomba gusimbuzwa
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi icumi (10), cyakora kubera impamvu zizwi kandi zihutirwa cyane cyane ku banyeshura bajya kwiga hanze cyangwa abarwayi bajya kwivuriza hanze, urwandiko rw'abajya mu mahanga bashobora kurubona mu minsi itanu (5) cyangwa munsi yayo.
Niba serivisi yishyurwa, igiciro ni ikihe?	Ibihumbi 50,000 Rwf
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ifoto ngufi y'ibara ifite imbere h'umweru, • Inyemezabwishyu y'amafaranga 50,000 Rwf itangwa n'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro, • kopi y'indangamuntu, • Kopi za paji ya mbere n'iya nyuma by'urwandiko rw'abajya mu mahanga rushaje, • Urwandiko rw'abajya mu mahanga rushaje.
Binyura mu zihe nzira kugira ngo uyihabwe?	Iyo paji zose za Urwandiko rw'abajya mu mahanga zuzuye: • Ujya ku Biro byo mu Karere bishinzwe Abinjira ukerekana Urwandiko rw'abajya mu mahanga ishaje kugira ngo uhabwe Urwandiko rw'abajya mu mahanga rushya • Umukozi w'Ibiro byo mu Karere bishinzwe Abinjira agenzura neza niba koko paji zose zaruzuye • Iyo paji zose zuzuye, usabwa kwishyura amafaranga 50,000 Rwf ku Biro by'Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro • Kwitwaza ifoto ngufi y'ibara ifite imbere h'umweru kandi amatwi yombi agaragara • Kuzana kopi y'indangamuntu na kopi ya urwandiko rw'abajya mu mahanga rushaje, paji ya mbera na paji ya nyuma iriho imyirondoro • Gushyikiriza ibyo byangombwa byose umukozi ubishinzwe akagenzura ko byuzuye hanyuma akaguha ifishi yabugenewe yo kuzuza • kuzuza neza iyo fishi no kuyisinyaho • Gutanga ibyangombwa byose bigashyirwa hamwe hanyuma ugahabwa gahunda yo kugaruka gufata urwandiko rw'abajya mu mahanga rushya mu gihe cy'iminsi icumi (10).
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ikigo cy'Igihugu gishinzwe kwakira Imisoro n'Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Ibibazo bishobora gushyikirizwa Umuyobozi w'Ibiro bishinzwe Abinjira n'Abasohoka ku Rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Ntabyo
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

19. KOROHEREZWA KWAMBUTSA IMODOKA KU BANTU BATURIYE IMIPAKA

Serivisi ni iyihe? Nujuje ibisabwa?	Abanyarwanda baturiye imipaka kandi bayambukiranya umunsi ku wundi n'imodoka zabo boroherezwa kandi bagakurirwa ibigomba kubahirizwa mu kwambuka imipaka.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n'imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi ibiri(2)
Niba serivisi yishyurwa, igiciro ni ikihe?	Ibihumbi bitatu (5,000 Rwf)
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Urwandiko rubisaba rusobanura impamvu zo kwambuka umupaka umunsi ku wundi • Indangamuntu y'usaba • Icyemezo cy'akazi uba ugiye gukora hakurya y'umupaka • Ifishi yabugenewe yo mu Kigo gishinzwe kwinjiza Imisoro n'Amahoro yujujeho ibiranga usaba n'imodoka yambukamo. • Kopi y'ibyangombwa by'imodoka • Inyemezabwishyu yishyuriweho amafaranga 5,000 Rwf mu Kigo gishinzwe kwinjiza Imisoro n'Amahoro.
Binyura mu zihe nzira kugira ngo uyihabwe?	Ushaka gusaba koroherezwa cyangwa kuvanirwaho imbogamizi mu kwambutsa imodoka umupaka ubikora mu buryo bukurikira: Kujya ku Biro bishinzwe Abinjira n'abasohoka ukamugezaho ikibazo cyawe Kwandika ibaruwa isobanura impavura zituma wambukana imodoka umunsi k'uwundi hanyuma ukayomekaho ibyangombwa byavuzwe hejuru Umukozi ushinzwe Abinjira n'abasohoka akabisuzuma yasanga byuzuye akagusaba kugaruka nyuma y'iminsi itanu gufata icyemezo kikwemerera kwambukana imodoka
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ntazo
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Nta buryo bwo kurenganurwa buteganyijwe
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Iyi ni serivisi ihabwa abaturiye imipaka bambukana imodoka zabo buri munsi kubera akazi bakora hakurya y'umupaka cyangwa se bafiteyo amasambu.Imodoka zo mu bihugu duhana imbibe zinjira mu gihugu nazo zisabwa guca muri izo nzira.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

20. GUHINDURA URWANDIKO RUSIMBURA URW’ABAJYA MU MAHANGA KU BANYESHURI BAMBUKIRANYA IMIPAKA

Serivisi ni iyihe? Nujuje ibisabwa?	Abanyeshuri b’Abanyarwanda biga mu Bihugu bihana imbibi narwo kandi bambukiranya imipaka buri munsi bahindurirwa urwandiko rusimbura urw’abajya mu mahanga ku biro by’aho bambukira.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, guhera saa moya za mugitondo kugeza saa kumi n’imwe za nimugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Umunsi umwe
Niba serivisi yishyurwa, igiciro ni ikihe?	Ibihumbi bitatu (3,000 Rwf)
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Urwandiko rusimbura urw’abajya mu mahanga rwarangije igihe • Inyemezabwishyu yishyuriweho amafaranga 3,000 Rwf mu Kigo gishinzwe kwinjiza Imisoro n’Amahoro.
Binyura mu zihe nzira kugira ngo uyihabwe?	Ushaka guhinduza urwandiko rusimbura urw’abajya mu mahanga ye rwarangije igihe agomba: • Kwishyura amafaranga 3,000 Rwf mu Kigo cy’Igihugu gishinzwe kwinjiza Imisoro n’Amahoro, Kujya ku Biro bishinzwe Abinjira ugasaba guhindurirwa Urwandiko rusimbura urw’abajya mu mahanga, • Gutanga urwandiko rusimbura urw’abajya mu mahanga rwarangije igihe ruherekejwe n’inyemezabwishyu yishyuriweho 3,000 Rwf, • Umukozi ubishinzwe ahita yuzuza urundi rwandiko rusimbura urw’abajya mu mahanga ukaruhabwa uwo munsi cyangwa umunsi ukurikiyeho.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ikigo gishinzwe kwakira Imisoro n’Amahoro
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Nta buryo bwo kurenganurwa buteganyijwe
Hari ibindi by’ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Iyi ni serivisi ihabwa by’umwihariko abanyeshuri batuye mu Turere twegereye imipaka bajya kwiga muri za Kaminuza n’Amashuri makuru yo mu Bihugu bihana imbibi n’u Rwanda kandi bambuka umupaka umunsi ku munsi. Guhinduza Urwandiko rusimbura urw’abajya mu mahanga ntibasabwa kunyura mu nzira zisanzwe zitangirira mu Nzego z’Ibanze. N.B: Abanyeshuri bo mu Mashuri Abanza n’Ayisumbuye nta cyangombwa basabwa cyo kwambuka umupaka.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n’amategeko	Ntabyo

20. GUSIMBURA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA RWANGIRITSE

Serivisi ni iyihe? Nujuje ibisabwa?	Urwandiko rusimbura urw'abajya mu mahanga rwangiritse rushobora gusimburwa ubisabye ku biro bishinzwe abinjira n'abasohoka ku Karere.
Serivisi itangwa ryari?	Kuva ku wa mbere kugeza ku wa gatanu, ku va saa moya za mu gitondo kugeza saa kumi za nimugoroba (7:OO am - 5:00 pm)
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Umunsi umwe (1)
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga yo kwishyura icyangombwa cyo kugenderaho: 3000; Si ngombwa gusubira mu Nzego z'ibanze.
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ibaruwa isobanuro uburyo icyangombwa cyangiritse • Inyemezabwishyu itanzwe na RRA y'amafaranga 3 000 RwF yishyuwe mu izina ry'usaba • amafoto abiri (2) magufi • Kopi y'indangamuntu y'usaba • Ifishi isabirwaho yujujwe n'usaba
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusimbura icyangombwa cyangiritse bikorwa ku buryo bukurikira, • Kwishyura amafaranga 3,000 RwF kuri banki cyangwa kuri RRA • Kwandika ibaruwa isobanuro uko urwandiko rusimbura urw'abajya mu mahanga rwangiritse ukomekaho amafoto abiri (2) magufi, kopi y'indangamuntu y'usaba, inyemezabwishyu y'amafaranga asabwa n'urwandiko rusimbura urw'abajya mu mahanga rwangiritse. • Kujya ku biro bishinzwe abinjira n'abasohoka ku Karere ugashyikiriza ibyangombwa bayavuzwe umukozi ubishinzwe. • Uwo mukozi areba ko ibyangombwa byuzuye, byaba byuzuye akakubwira igihe uzagarukira gufata urwandiko rusimbura urw'abajya mu mahanga rwangiritse.
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Ikigo cy'Igihugu gishinzwe imisoro n'amahoro (RRA).
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Abifuza kurenganurwa bageza ibibazo byabo Ku Muyobozi ushinzwe abinjira n'abasohoka ku rwego rw'Intara.
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Si ngombwa gusubira mu Nzego z'ibanze kugira ngo usabe guhindurirwa icyangombwa cyangiritse.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

21. GUSIMBURA URWANDIKO RW'ABAJYA MU MAHANGA RWABUZE CYANGWA RWIBWE

Serivisi ni iyihe? Nujuje ibisabwa?	Urwandiko rw'abajya mu mahanga rwibwe cyangwa rwatakaye rushobora gusimburwa ubisabye ku biro bishinzwe abinjira n'abasohoka ku rwego rw'Akarere.
Serivisi itangwa ryari?	Kuva ku wa mbere kugera ku wa gatanu, kuva saa moya za mu gitondo kugeza saa kumi n'imwe z'umugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi mirongo itatu (30)
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga yo kugura urwandiko rw'abajya mu mahanga: 50,000 Rwf. Iyo usaba urwandiko rw'abajya mu mahanga ugira andi mafaranga wishyura mu Nzego z'ibanze nk'amafaranga 1,200 Rwf yo gusaba urwandiko rw'abajya mu mahanga, amafaranga ya FARG n'amafaranga y'uburezi ari hagati y'amafaranga 100 Rwf n'amafaranga 5,000 Rwf (amafaranga atandukana bitewe n'ibiciro byashyizweho n'Inama Njyanama).
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ibaruwa isaba yerekana uko urwandiko rw'abajya mu mahanga rwabuze • Icyemezo cya Police cyangwa cyo mu Bushinjacyaha Bukuru cyerekana icyangombwa cyawe cyabuze • Ifoto imwe (1) ngufi itiye ku gikuta cy'umweru kandi ifashe ku buryo bw'amabara • Inyemezabwishyu ku kigo cy'Igihugu gishinzwe imisoro n'amahoro (RRA) ikoze mu izina ry'usaba y'amafaranga 50 000 ya urwandiko rw'abajya mu mahanga • Uruhushya rwo kujya mu mahanga rwasinyweho n'Umunyamabanga Nshingwabikorwa w'Umurenge n'uwa 'Akagari, Umuyobozi w'Umudugudu n'abandi bantu 2 bari mu buyobozi bw'umudugudu. • Inyemezabwishyu y'amafaranga 1200 RwF yishyuwe ku Murenge • Kopi y'indangamuntu y'usaba • Ibaruwa isaba yandikiwe Umuyobozi Mukuru w'Ibiro bishinzwe abinjira n'abasohoka. • Ifishi yujuje ikoreshwa mu gusaba urwandiko rw'abajya mu mahanga iriho n'umwimerere w'umukono y'usaba.
Binyura mu zihe nzira kugira ngo uyihabwe?	Gusaba gusimburirwa urwandiko rw'abajya mu mahanga rwabuze binyura mu nzira zikurikira: • Utanga itangazo kuri radio, televiziyo uyirangisha. • Nyuma y'iminsi 2 ujyana kopi y'itangazo watanze kuri police ugasaba ko bagukorera raporo y'uko icyangombwa cyawe cyabuze • Iyo umaze kubona raporo ya Police utangira gusaba urwandiko rw'abajya mu mahanga mu nzira biteganyijwe kunyuramo (reba serivisi ya 10).
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Police, Ubushinjacyaha Bukuru, Urwego rw'iperereza
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Abifuza kurenganurwa bageza ibibazo byabo ku Muyobozi w'Ibiro bishinzwe abinjira n'abasohoka ku rwego rw'Intara
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Kugira ngo uhabwe urwandiko rw'abajya mu mahanga rusimbura urwabuze hakorwa iperereza mu rwego rwo guca uburiganya bwabamo
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

21. GUSIMBURA URWANDIKO RUSIMBURA URW'ABAJYA MU MAHANGA RWABUZE CYANGWA RWIBWE

Serivisi ni iyihe? Nujuje ibisabwa?	Urwandiko rusimbura urw'abajya mu mahanga rwabuze cyangwa rwibwe rushobora gusimburwa bisabwe ibiro bishinzwe abinjira n'abasohoka ku rwego rw'Akarere.
Serivisi itangwa ryari?	Kuva ku wa mbere kugera ku wa gatanu, kuva saa moya za mu gitondo kugeza saa kumi n'imwe z'umugoroba.
Uhereye igihe wasabiye serivisi, bifata igihe kingana iki kugira ngo uyihabwe?	Iminsi mirongo itatu (30)
Niba serivisi yishyurwa, igiciro ni ikihe?	Amafaranga yo kugura urwandiko rusimbura urw'abajya mu mahanga: 3,000 Rwf. Iyo usaba urwandiko rusimbura urw'abajya mu mahanga ugira andi mafaranga wishyura mu Nzego z'ibanze nk'amafaranga 1,200 Rwf yishyurwa ku murenge, amafaranga ya FARG n'amafaranga y'uburezi ari hagati y'amafaranga 100 Rwf n'amafaranga 5,000 Rwf (amafaranga yishyurwa atandukanyijwe).
Ni ibihe byangombwa bisabwa kugira ngo uyihabwe?	• Ibaruwa yerekana uburyo urwandiko rusimbura urw'abajya mu mahanga rwawe rwibwe cyangwa rwabuze • raporo ya Police cyangwa y'Ubushinjacyaha Bukuru yemeza ko urwandiko rusimbura urw'abajya mu mahanga rwawe rwibwe cyangwa rwabuze. • Amafoto abiri (2) y'ibara • Inyemezabwishyu ikozwe mu izina ry'usaba y 'amafaranga 3000 RwF yishyuwe ku Ikigo cy'Igihugu gishinzwe imisoro n'amahoro (RRA) • Uruhushya rwo kwemererwa kujya mu mahanga ruriho umukono w'Umunyamabanga Nshingwabikorwa w'Umurenge n'uw'Akagari, uw'Umukuru w'Umudugudu n'uw'abandi bayobozi babiri (2). • Inyemezabwishyu y'amafaranga 1200 RwF yishyuwe ku murenge • Kopi y'indangamuntu • Ifishi isabirwaho yujujweho umwirondoro w'usaba.
Binyura mu zihe nzira kugira ngo uyihabwe?	Guhabwa urwandiko rusimbura urw'abajya mu mahanga rwabuze bikorwa ku buryo bukurikira: • Gutanga itangazo rirangisha urwandiko rusimbura urw'abajya mu mahanga rwabuze kuri radiyo, televiziyo n'ahandi. • Nyuma y'iminsi ibiri (2) ujyana kopi y'itangazo watanze kuri Police kugira ngo igukorere raporo y'uko wataye icyangombwa cyawe. * Iyo umaze kubona raporo ya Police utangira gusaba biciye mu nzira ziteganyijwe. (reba serivisi ya 4).
Ese hari izindi nzego bisaba kunyuramo? Ni izihe? (Urugero nko kwishyura igiciro cya serivisi cyangwa gushaka ibindi byangombwa)	Police cyangwa Ubushinjacyaha Bukuru, ishami rishinzwe iperereza
Ese hari uburyo bwo kurenganurwa mu gihe udahawe iyo serivisi?	Abifuza kurenganurwa bageza ibibazo byabo ku Muyobozi w'Ibiro bishinzwe abinjira n'abasohoka ku rwego rw'Intara
Hari ibindi by'ingenzi bikenewe kumenywa kugira ngo ubone iyo serivisi?	Kugira ngo uhabwe urwandiko rusimbura urw'abajya mu mahanga rusimbura urwabuze hakorwa iperereza mu rwego rwo guca uburiganya bwabamo. Usaba agomba gusobanura uburyo urwandiko rusimbura urw'abajya mu mahanga rwabuze cyangwa rwibwe.
Impapuro zuzuzwa	Ntazo
Ibyangombwa bisabwa n'amategeko	Ntabyo

Byemejwe na …………………………………………………..

Umukozi ushinzwe Abinjira n’Abasohoka ku Karere

Itariki:…………………………………………………………