City of Phoenix

AMABWIRIZA Y'UBUYOBOZI	NOMERO YA A.R. 5.32 NEW
INGINGO **IKORESHWA RY'UMUTUNGO W'UMUJYI MU BIKORWA BYO GUSHYIRA MU BIKORWA AMATEGEKO YA LETA**	AKAMARO Gucunga Umutungo - Ibiro by'Umuyobozi w'Umujyi Paji ya 1 Itariki 25 Werurwe 2026 ITARIKI BYASUZUMIWEHO

I. INTEGO

Aya Mabwiriza y'Ubuyobozi (A.R) atanga ubuyobozi bugaragara, hashingiwe ku byo Itegekonshinga n'ibindi bigo bivuga, hagamijwe ikoreshwa ry'Umutungo w'Umujyi mu bikorwa byo gushyira mu bikorwa amategeko ya leta.

II. POLITIKI

Umutungo w'umujyi ubereyeho gukoreshwa na leta no mu bikorwa by'imyidagaduro yo gufasha mu ntego z'Umujyi Umujyi ufite inshingano zo kumenya neza ko imitungo yose itimukanwa n'iyawo bwite iri mu maboko yawo ndetse icunzwe neza kandi ko ikoreshwa mu buryo bukwiriye. Mu buryo bunoze, umuntungo w'Umujyi cyangwa Ucungwa n'Umujyi ushobora gukoreshwa mu bikorwa byemewe n'Umujyi gusa ndetse ntabwo ugomba gukoreshwa nta ruhushya cyangwa se mu mpamvu zitari iz'umujyi. Ikoreshwa ritemewe ririmo, ariko ritagarukiye ku, gukoresha umutungo w'umujyi nk'ahantu ho gutegurira, gukorera cyangwa gushyira ibiro bikuru bikorerwamo ibikorwa byo gushyira mu bikorwa amategeko, uretse igihe byemejwe n'Umuyobozi w'Umujyi cyangwa uwo yahaye inshingano zo kumuhagararira.

Iyi A.R igenga ikoreshwa ry'umutungo w'Umujyi ndetse ntabwo igenga cyangwa ngo iyobore imyitwarire y'umukozi ushinzwe amategeko uwo ari we wese.

III. IKORESHWA

Iyi A.R ntabwo ikoreshwa mu bihe bikurikira:

- Serivisi yo gutanga uruhushya rwo gufata umuntu.
- Aho hari ibyihutirwa bigomba gukorwa cyangwa hari umuntu uri gucika umukozi ushinzwe amategeko.

Iyi A.R ikoreshwa ku mitungo yose y'Umujyi cyangwa Icungwa n'Umujyi, uretse:

- Umutungo ufitwe n'Umujyi ariko ucungwa n'ikindi kigo cya leta, umufatanywabikorwa utagamije inyungu cyangwa undi muryango uri ku ruhande rwa gatatu uretse mu gihe umuryango uri ku ruhande rwa gatatu uri gukora kuri porogaramu cyangwa ku mutungo mu cyimbo cy'Umujyi.
- Ahantu hagengwa n'umujyi nk'inzira zigendwa n'abaturage rusange cyangwa inkengero z'imihanda.

- Ibibuga by'Indenge by'Umujyi cyangwa Urukiko Rukuru rwa Phoenix.

Imitungo ifitwe mu buryo bwihariye ndetse amabwiriza yo kuyikoresha ataratanzwe neza n'urwego rwavuzwe izasuzumwa by'umwihariko. Umuyobozi w'Umujyi cyangwa umuhagarariye azafata umwanzuro ku ruhushya rwo kuyikoresha.

IV. IBISOBANURO

Ibisobanuro bikurikira bikoreshwa ku bw'impamvu za A.R

- **Gahunda yo Gucunga Ikoreshwa:** Inyandiko isobanura urwego rwo gukoresha neza umutungo w'Umujyi, ingamba zikoreshwa kugira ngo iryo koreshwa rigenzurwe ndetse rishyirwe mu bikorwa ndetse n'amahirwe yo guha imbaraha icungwa ry'ikoreshwa rikwiriye.

- **Umutungo Ucungwa n'Umujyi:** Ubutaka bwose, inzu, ikigo, imiterere cyangwa umwanya hatitawe kuri nyiraho Umujyi ucunga imikoreshereze yawo, ikigo kiwucunga cynagwa inshingano zo kuwuyobora binyuze mu gukodesha, amasezerano cyangwa ubundi buryo bw'amategeko cyangwa aho uruhande rwa gatatu rukora porogaramu mu cyimbo cy'Umujyi, hitawe ku itandukaniro riri mu Gice cya III.

- **Umutungo w'Umujyi:** Ubutaka bwose, inzu, ikigo, inyubako cyangwa umwanya bifitwe na Leta kandi ifite ibyangombwa byabyo, hitawe ku itandukaniro riri mu Gice cya III.

- **Umukozi:** Umukozi wese ukora amasaha yose, ukora igice cy'umunsi cyangwa ukora igihe gito ukoreshwa n'Umujyi, harimo abari kwimenyereza umwuga, ba rwiyemezamirimo bacungwa n'Umujyi ndetse n'abakorerabushake mu gihe bari gukora mu cyimbo cy'Umujyi.

- **Urutonde rw'Ibihari:** Urutonde ruri mu nyanduko ruriho imitungo yose y'Umujyi n'Imitungo Icungwa n'Umujyi, harimo icyo yagenewe, abagomba kuyikoresha n'impamvu zo kuyikoresha.

- **Umukozi Ushinzwe Gushyira mu Bikorwa Amategeko:** Umukozi wese warahijwe ukorera urukiko rukuru, intara, leta, ubwoko cyangwa ikigo cya leta gishinzwe gushyira mu bikorwa amategeko ya leta.

- **Gahunda y'Ibyapa:** Inyandiko igaragaza ibyapa bikenewe ku mutungo w'Umujyi ndetse igaragaza uburyo n'aho ibyo byapa bizashyirwa.

- **Ahantu ho Gutegurira:** Ahantu hakoreshwa mu kwegeranya, guha inshingano cyangwa gukoreshereza ibinyabiziga, ibikoresho cyangwa abakozi mu buryo butari mu masaha asanzwe y'akazi cyangwa impamvu z'akazi cyangwa buvuguruza cyangwa budakurikiza ikoreshwa ry'ahantu ku mpamvu z'ibikorwa by'Umujyi.

V. INSHINGANO

Kugira ngo hamenywe neza imyanya y'Umujyi ikoreshwa ndetse ihari ku bw'impamvu z'Umujyi n'ikoreshwa ryayo n'abaturage, amashami y'Umujyi arasabwa gukorana n'ubuyobozi bw'Umujyi mu kumenya ndetse n'aho bishoboka gucunga ikoreshwa ry'Umutungo w'Umujyi cyangwa umutungo Ucungwa n'Umujyi wakoreshejwe cyangwa ushobora gukoreshwa ku bw'impamvu zitemewe harimo ibikorwa bitemewe byo gushyira mu bikorwa amategeko ya leta.

A. Inshingano z'Ishami

1. Buri shami ry'Umujyi rigomba kugaragaza no gushyira ku rutonde umutungo wose w'Umujyi n'umutungo Ucungwa na Leta ushobora gukoreshwa cyangwa waba warakoreshejwe mu buryo butemewe, harimo impamvu z'ibikorwa byo gushyira mu bikorwa amategeko ya leta bitemewe.

2. Hamaze kugaragazwa umutungo w'Umujyi n'umutungo ucungwa n'Umujyi, buri shami rigomba noneho kugaragaza ahantu n'umubare w'ibyapa bikenewe ("Gahunda y'Ibyapa") kugira ngo hashyirwe ibyapa bigaragara buri hantu hagaragajwe, bavugwa ibi bikurikira:

   UYU MUTUNGO NI UW'UMUJYI NDETSE/CYANGWA UCUNGWA N'UMUJYI WA PHOENIX. GUKORESHWA KU BW'IMPAMVU ZO GUSHYIRA MU BIKORWA AMATEGEKO YA LETA, HARIMO AHANTU HO GUTEGURIRA, AHANTU HO GUPANGIRA IBIKORWA CYANGWA AHANTU HO GUKORERA NTABWO BYEMEWE MU GIHE NTA RUHUSHYA RWANDITSE RWATANZWE MBERE.

3. Amashamo y'Umujyi agomba kandi kugaragaza, aho bishoboka, uburyo bwo gucunga ikoreshwa ("Gahunda yo Gucunga Ikoreshwa") ku Mutungo w'Umujyi n'Umutungo Ucungwa na Leta, cyane cyane ikoreshwa mu gufasha abaturage batishoboye, mu masaha asanzwe y'akazi no hanze yayo cyangwa mu gihe itari gukoreshwa ku bw'impamvu yagenewe.

4. Buri shami rigomba kubika no guha Ibiro by'Umuyobozi w'Umujyi cyangwa umuhagarariye urutonde ruvuguruye rwa buri mwaka ry'Umutungo w'Umujyi n'Umutungo Ucungwa n'Umujyi, Gahunda yayo y'Ibyapa na Gahunda yayo yo Gucunga Ikoreshwa kugira ngo byemezwe.

5. Nyuma yo kwemeza buri Gahunda y'Ibyapa na Gahunda yo Gucunga Ikoreshwa bya buri shami bikozwe n'Umuyobozi w'Umujyi cyangwa umuhagarariye, ishami rigomba gushyira mu bikorwa Gahunda y'Ibyapa na Gahunda yo Gucunga Ikoreshwa ndetse no kubimenyesha neza abakozi b'amashami yombi. Amashami y'Umujyi agomba kandi gushyiraho ahantu ho guhanahanira amakuru (POC) ho kwakirira no gutangira amatangazo ku ikoreshwa ry'Umutungo w'Umujyi n'Umutungo Ucungwa n'Umujyi ritemewe. POC y'ishami izakira amamenyesha y'ikoreshwa ritemewe rikozwe n'abakozi ndetse bimenyeshwe Ibiro by'Umuyobozi bw'Umujyi ndetse n'Ishami Rishinzwe Amategeko kugira ngo hagire igikorwa.

B. Inshingano z'Ubuyobozi bw'Umujyi

1. Umuyobozi w'Umujyi cyangwa umuhagarariye azagira inshingabo yo kwemeza Gahunda y'Ibyapa, Gahunda yo Gucunga Ikoreshwa bya buri shami ndetse n'amafaranga yakoreshejwe mbere y'ishyirwa mu bikorwa.

2. Umuyobozi w'Umujyi ashobora kwemeza ikoreshwa ry'inyongera ry'Umutungo w'Umujyi n'umutungo ucungwa n'Umujyi uko bikenewe ndetse bijyamye n'impamvu zagenewe zo gukoresha umutungo muri iyi A.R.

3. Umuyobozi w'Umujyi agomba kwemeza cyangwa kwanga ubusabe bwose buturutse mu gace, muri leta cyangwa mu bigo bishyira mu bikorwa amategeko bwo gushyira Umutungo w'Umujyi n'umutungo Ucungwa n'Umujyi mu bikorwa byo gushyira mu bikorwa amategeko mu buryo bujyanye n'iyi A.R ndetse n'inama zatanzwe n'Umuyobozi wa Polisi mu Ishami rya Polisi muri Phoenix (Umuyobozi wa Polisi"). Umuyobozi wa Polisi agomba gukora nk'umuntu ibigo bishinzwe ishyirwa mu bikorwa ry'amategeko mu gace, muri leta cyangwa muri guverinoma bihamagara bitanga ubwo busabe. Kuri buri busabe, Umuyobozi wa Polisi agomba gukusanya amakuru kugira ngo amenye uruhare igikorwa cyatekerejwe ku mutungo w'Umujyi n'imikoreshereze yawo ndetse agomba gutanga inama ku kuba ubusabe bwakwemerwa cyangwa bukangwa.

C. Inshingano z'Umukozi

1. Gutanga Raporo: Abakozi b'Umujyi bamenye ikoreshwa ritemewe ry'umutungo w'Umujyi n'umutungo Ucungwa n'Umuti agomba guhamagara POC w'ishami rye cyangwa umuyobozi uri hejuru ye niba nta POC w'ishami watoranyijwe. Ku rwego rushoboka, umukozi uri gutanga raporo agomba kumenyesha no/cyangwa kwandika: 1) ahantu; 2) itariki n'isaha; 3) ikigo cyangwa ibigo birimo; 4) imiterere igaragara n'umubare w'abakoresha umutungo badafite uburenganzira; na 5) ibikorwa birimo.

2. Hashingiwe kuri politiki zindi z'Umujyi, abakozi ntabwo bemerewe kwinjira, kugora cyangwa kwitambika abakoresha umutungo bitemewe bari mu bikorwa byo gushyira mu bikorwa itegeko rya leta badahawe amabwiriza n'Umuyobozi w'Umujyi cyangwa umuhagarariye.

VI. KUBAKA

1. Iyi A.R ntabwo igamije kubuza cyangwa kuvangita ikoreshwa ry'uburenganzira bw'ubutabera bwemewe n'amategeko cyangwa ikoreshwa ry'itegeko mpanabyaha, ndetse ntabwo ihagarika uburenganzira bw'umuntu wese cyangwa ikigo kigenzurwa n'itegeko ryo mu gace, leta cyangwa guverinoma.

2. Iyi A.R ntabwo igamije guhagarika uburenganzira bw'abantu cyangwa amatsinda bwo gukoresha Itegeko rya Mbere cyangwa ubundi burenganzira butangwa n'Itegekonshinga.

3. Iyi A.R igomba gushyirwa mu bikorwa mu buryo bijyanye n'amategeko ya leta cyangwa ya guverinoma.

4. Nta kintu muri iyi A.R kigomba gufatwa nk'igihagarika cyangwa kibuza amategeko ya guverinoma agenga abinjira n'abasohoka kiyashyira ku rwego ruri hasi kurusha urwego rwuzuye rwemewe n'itegeko rya guverinoma.

VII. IGIHE

Aya Mabwiriza y'Ubuyobozi azarangira ku itariki 25 Werurwe 2029, uretse igihe ibwiriza ryo gushyira mu bikorwa ryongerewe igihe n'Inama y'Umujyi.

VIII. IBIBAZO

Ibibazo byerekeye iyi A.R. bigomba kujyanwa mu Biro by'Umuyobozi w'Umujyi.

ED ZUERCHER, Umuyobozi w'Umujyi