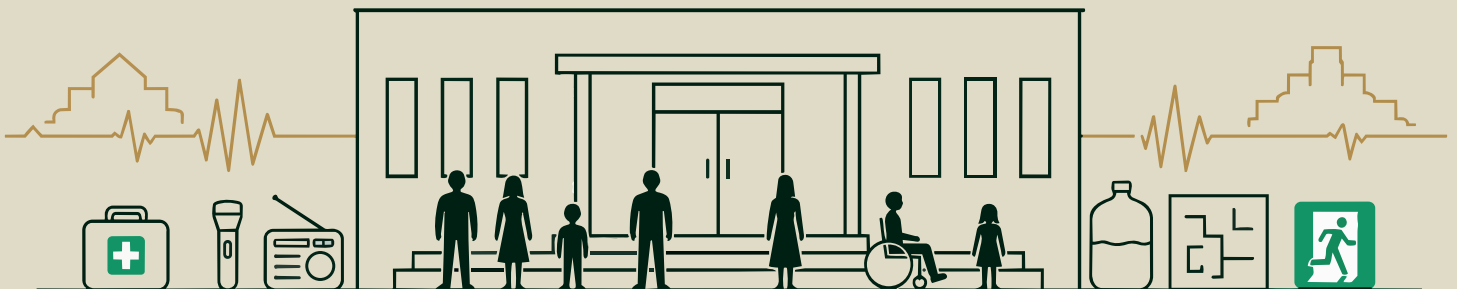




IKIGO CY'UBWAMI BW'AMAHORO N'UBUTABERA.

**Gahunda y'amahugurwa y'abasivili:
Imicungire y'ingaruka no kwitegura ibihe by'amage**

IMITINGITO MU BIGO



**Inyandiko yo kwigisha igenewe abaturage muri rusange bo muri
Amerika y'Epfo no muri Leta Zunze Ubumwe za Amerika**

Inyandiko ya 1 - 2026

IMFASHANYIGISHO KUBYEREKEYE IBIZA: IMITINGITO
INYANDIKO YIHARIYE: IMITINGITO MU BIGO
Inyandiko yigisha ibigo n'imiryango.

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- IHINDURWA:

Ikigo cy'Ubwami bw'Amahoro n'Ubutabera.

- ICYEREKEYEZO:

Dr. José Benjamín Pérez Matos — Presidente

- ISUBIRAMO RYA TEKINIKI:

Olexandr Parkhomenko
Inzobere mu Micungire y'Ingaruka z'Ibiza
Injeniyeri w'Ibyuma bya Nucleaire

- DIZAYINE N'IBISHUSHANYO:

Ikipe y'aba Dizayina CRPJ

• AHO BIGARUKIRA:

Iyi mfashanyigisho igenewe abantu n'imiryango bifuza kwitegura mu ngo
zabo no mu mibereho babamo.

Ifite intego zo kwigisha no gukumira. Ntabwo isimbura amabwiriza
y'inzego z'ibanze ashinzwe kurengera abasivili, amabwiriza y'inzego
zibifitiye ububasha, cyangwa isuzuma ry'umunyamwuga ubifitiye
ubushobozi. Buri muntu na buri muryango bagomba guhuza izi nama
n'imiturire yabo ndetse n'imibereho barimo.

Mu gihe cy'amaze, buri gihe mukurikize amabwiriza y'inzego zibishinzwe
zo mu bihugu byanyu.

- GUKOPORORA:

Kwemererwa gukoporora iki gitabo cyose cyangwa igice cyacyo, mu gihe
bitagamije inyungu, kandi hagaragazwa inkomoko.



Ikigo cy'Ubwami bw'Amahoro n'Ubutabera
Web: www.centrodelreinodepazjusticia.com
E-mail: centrodelreinodepazjusticia@gmail.com



IBIKUBIYE MURI IYI MFASHANYIGISHO

Kwirinda, gutegura no kurinda abantu bo mu bigo byigenga n'imiryango itegamiye kuri Leta.

Uyu murongo ngenderwaho ugenewe **ibigo byigenga n'imiryango itegamiye kuri Leta yakira, ikusanya cyangwa ifite abantu mu nshingano** cyangwa mu maboko yayo, harimo amatorero, insengero n'imiryango ishingiyeye ku myemerere; amakipe n'amashyirahamwe y'imikino n'imibereho myiza; amashyirahamwe y'abaturage; imiryango ifasha; ibigo by'abaturage; imiryango itanga ubufasha; ibigo by'umuco n'ibindi bigo bisa na byo.

Intego yawo ni ugutanga inama zifatika kugira ngo abayobozi, abashinzwe imirimo, abakozi n'abafatanyabikorwa bayo bashobore **gutegura inyubako, kwitegura mbere no gukora mu buryo buteguye neza mu gihe umutingito ubaye abantu bateraniye muri icyo kigo.**

Izi nama ntizigenewe **inzego za Leta z'ibanze, iz'intara cyangwa iz'igihugu, inzego z'umutekano, abashinzwe kuzimya inkongi, serivisi z'ubutabazi bwihuse cyangwa izindi nzego za Leta, kuko zifite ububasha, uburyo bw'imikorere** na gahunda ngenderwaho zihariye.

Uyu murongo ngenderwaho kandi ntusimbura amabwiriza y'umutekano, ay'ubwubatsi, ay'iyimurwa ry'abantu, ay'ubwirinzi bw'inkongi z'umuriro, ay'ukorohera abafite ubumuga cyangwa ay'ubutabazi yashyizweho n'inzego zibifitiye ububasha. Buri kigo kigomba guhuza izi nama n'imiterere y'inyubako yacyo, ibikorwa bikorerwamo, umubare n'imiterere y'abantu bahari ndetse n'amabwiriza akurikizwa mu ifasi kirimo.



ICYICIRO CYA 1: MBERE Y'UMUTINGITO

KWIRINDA, KUGABANYA INGARUKA NO GUTEGURA IMIKORERE Y'IKIGO.



Kwitegura mbere ni ingenzi cyane mu kugabanya ibikomere, kwirinda ibihe by'ubwoba no gutuma habaho igikorwa giteguwe neza.

Iyo umutingito ubaye mu gihe cy'igikorwa kirimo abantu benshi, kwitwara mu kagari bishobora guteza izindi ngaruka. Kugerageza guhitamo mwimuka mu gihe ubutaka bugikomeza kunyeganyega bishobora gutera kugwa, gusunikana, kubyigana cyane no gufunga inzira zisohokamo.

Ni yo mpamvu buri kigo kigomba kwitegura gishingiye ku buryo bukomeye bw'imikorere:

**Byagenda bite umutingito
uramutse utangiye muri aka
kanya, ikigo kirimo abantu
kandi igikorwa kiri gukorwa?**



Igenamigambi rigomba gukorwa harebwa uko byagenda muri icyo mimerere, atari mu gihe inyubako iba irimo ubusa cyangwa irimo abakozi bake gusa.





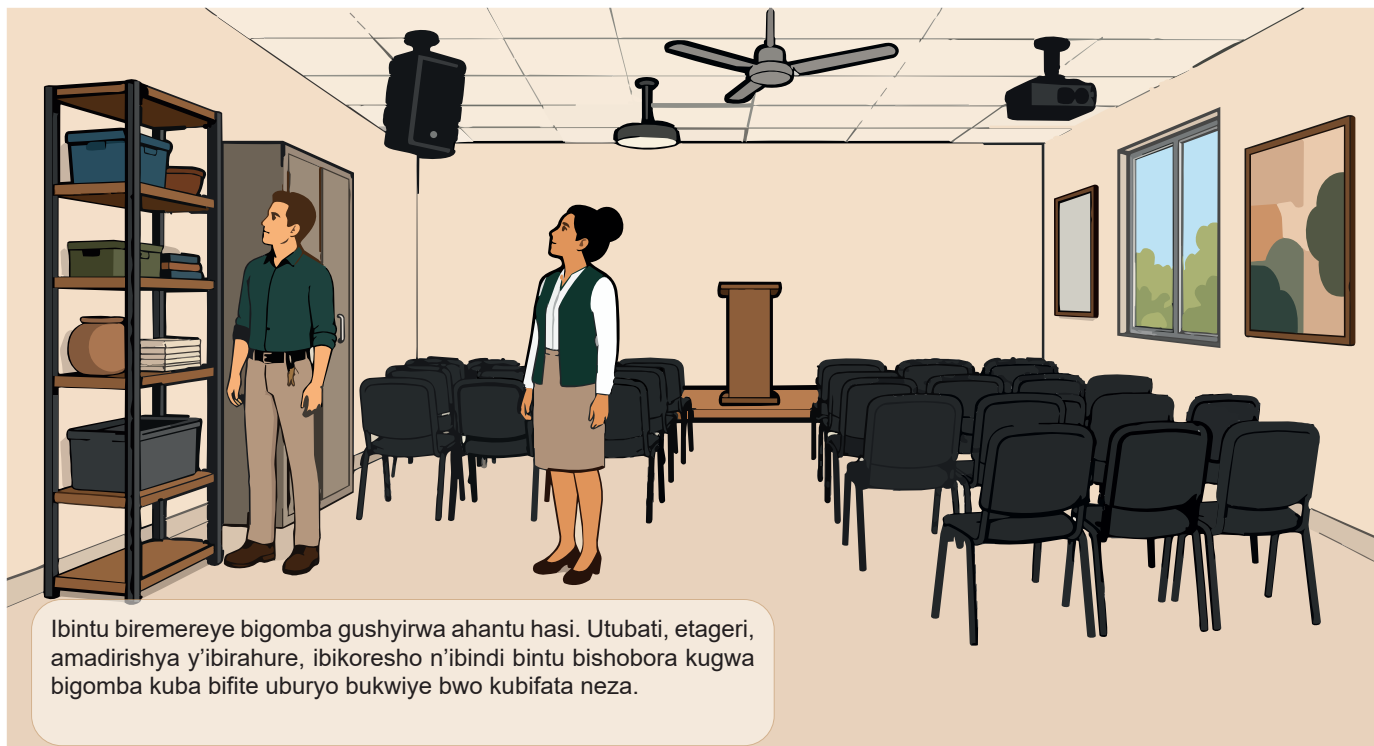
1.1 ISUZUMA RY'MBERE RY'IKIGO

01

Kumenya ingaruka zishobora kuba imbere mu nyubako

Abayobozi b'ikigo bagomba guhora basura inyubako n'ibice byayo, bakamenya ibintu bishobora guteza ibyago mu gihe cy'umutingito. **By'umwihariko, mwitondere:**

- Utubati
- Utubati tw'ibitabo
- Amadirishya y'ibirahure n'utubati tw'ibirahure
- Ibikoresho bya elegitoroniki na za ekara
- Televiziyo na za moniteur
- Ibikoresho by'amajwi
- Indangururamajwi zimanitswe
- Porojegiteri
- Amatara n'amatara manini amanitswe
- Ventilateri zo ku gisenge
- Amashusho
- Amafoto
- Indorerwamo
- Ibibumbano n'ibikoresho byo gutaka biremereye
- Ahantu hanini hagizwe n'ibirahure
- Ibisenge byo hasi bitari ibisenge nyabyo n'ibisenge bumanitswe
- Ibyapa
- Ibikoresho bishyirwa ku byungo by'ibitaramo
- Ibikoresho by'imikino
- Ububiko buri ahantu hirengeye
- Ibintu bibitswe ahantu hirengeye
- Ibikoresho byo mu nzu bishobora kwimuka cyangwa kugwa
- Ibikoresho by'idini cyangwa iby'imihango biremereye
- Inyubako z'igihe gito zikoreshewa mu bikorwa cyangwa mu birori

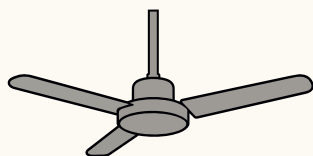


Ibintu biremereye bigomba gushyirwa ahantu hasi. Utubati, etageri, amadirishya y'ibirahure, ibikoresho n'ibindi bintu bishobora kugwa bigomba kuba bifite uburyo bukwiye bwo kubifata neza.

Bimwe mu bikoresho bimanitswe bigomba gushyirwaho no gufatanishwa neza:



Amatara



Ventilateri



Ibikoresho by'amajwi



Porojegiteri

Hagomba kwitabwaho cyane **ibikoresho n'ibintu biri hejuru y'ahantu hakunze guteranira abantu benshi**, nk'aho abantu bicara mu nsengeru, mu mazu y'ibitaramo, mu byumba by'inama, mu byumba bariramo, ku ntebe z'abareba imikino, mu mashuri, mu byumba by'imyitozo ngororamubiri, mu bitaramo n'ahantu hakunirwa n'abana.





Ahantu hanini hagizwe n'ibirahure hashobora guteza ibyago bikomeye.

Iyo bibaye ngombwa, hashobora gukoreshwa filime z'umutekano cyangwa ubundi buryo bukwiye bugamije kugabanya gukwirakwira kw'ibice by'ibirahure mu gihe bimenetse



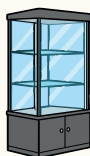
Ikigo kigomba kubanza kumenya:



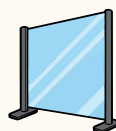
Amadirishya



Inzugi z'ibirahure



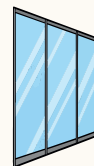
Utubati tw'ibirahure



Ibice bitandukanya ibyumba



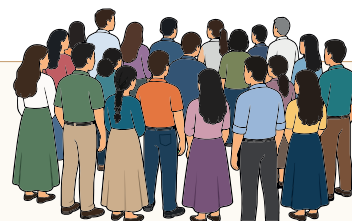
Indorerwamo



Pano z'ibirahure

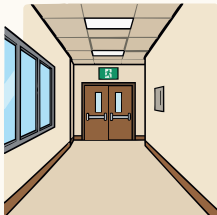


Igihe cyose imiterere y'ikigo ibyemeye, **irinde gushyiraho ahantu abantu bamara igihe kirekire cyangwa ahateranira abantu benshi hafi y'ahantu hanini hagizwe n'ibirahure.**





Amakoridoro



Umuyoboro



Ingazi

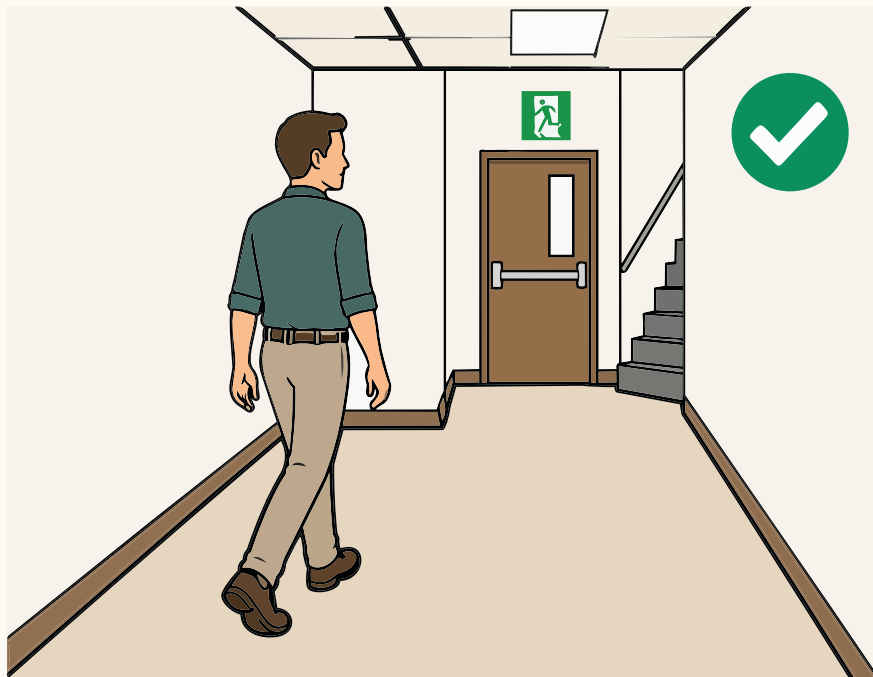


Inzugi

Inzira
zisohoka

**Inzira zo kwimuka ntizigomba
gukoreshwa mu kubikamo:**

Amakarito, ibikoresho byo mu nzu,
ibikoresho, ibikoresho fatizo,
ibicuruzwa, ibikoresho by'imikino,
ibintu by'idini cyangwa iby'imihango,
intebe z'inyongera, imyanda,
ibinyabiziga n'ikindi kintu cyose
gishobora kubangamira urujya n'uruza

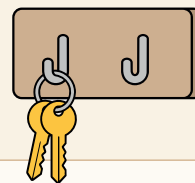


Inzira isohoka ihari ariko ifunze cyangwa bigoye kuyikoresha, ishobora kuba ntacyo imaze mu gihe cy'ubutabazi.

Abantu bashinzwe icyo kigo bagomba kumenya uko inzugi n'inzira zisohoka bikora.

Iyo inzira isohoka isaba urufunguzo, urwo rufunguzo **rugomba kuba ahantu hagerwa ako kanya kandi hazwi n'abashinzwe ikigo**, ku buryo bitaba ngombwa gushaka umuntu umwe rukumbi urufite.

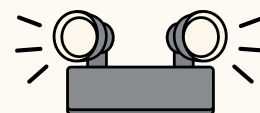
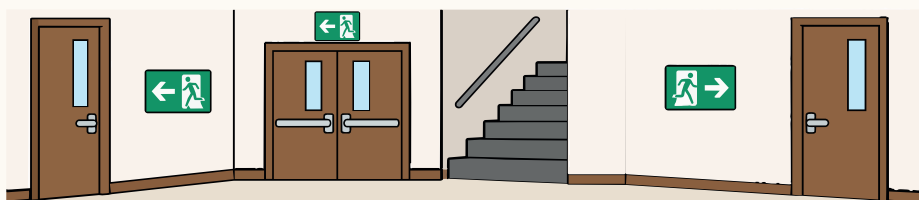
Ikigo kigomba kwirinda ko umuntu umwe ari we wenyine ushobora gufungura inzira isohoka.



Amabwiriza y'aho ikigo gihereye arebana n'inzugi, inzira zisohoka mu gihe cy'ubutabazi n'uburyo bwo kuzifungura agomba kubahirizwa buri gihe.



- Inzira n'aho gusohokera bigomba kugaragazwa neza hakurikijwe amabwiriza akurikizwa.
- Ibyapa bigomba kuba byoroshye kumenyekana no ku bantu basuye ikigo ku nshuro ya mbere.
- Iyo bibaye ngombwa, ikigo kigomba kugira amatara y'ubutabazi afasha kumenya aho unyura mu gihe umuriro w'amashanyarazi uciye.





1.2 KUMENYA INGARUKA ZISHOBORA KUBA HANZE Y'INYUBAKO

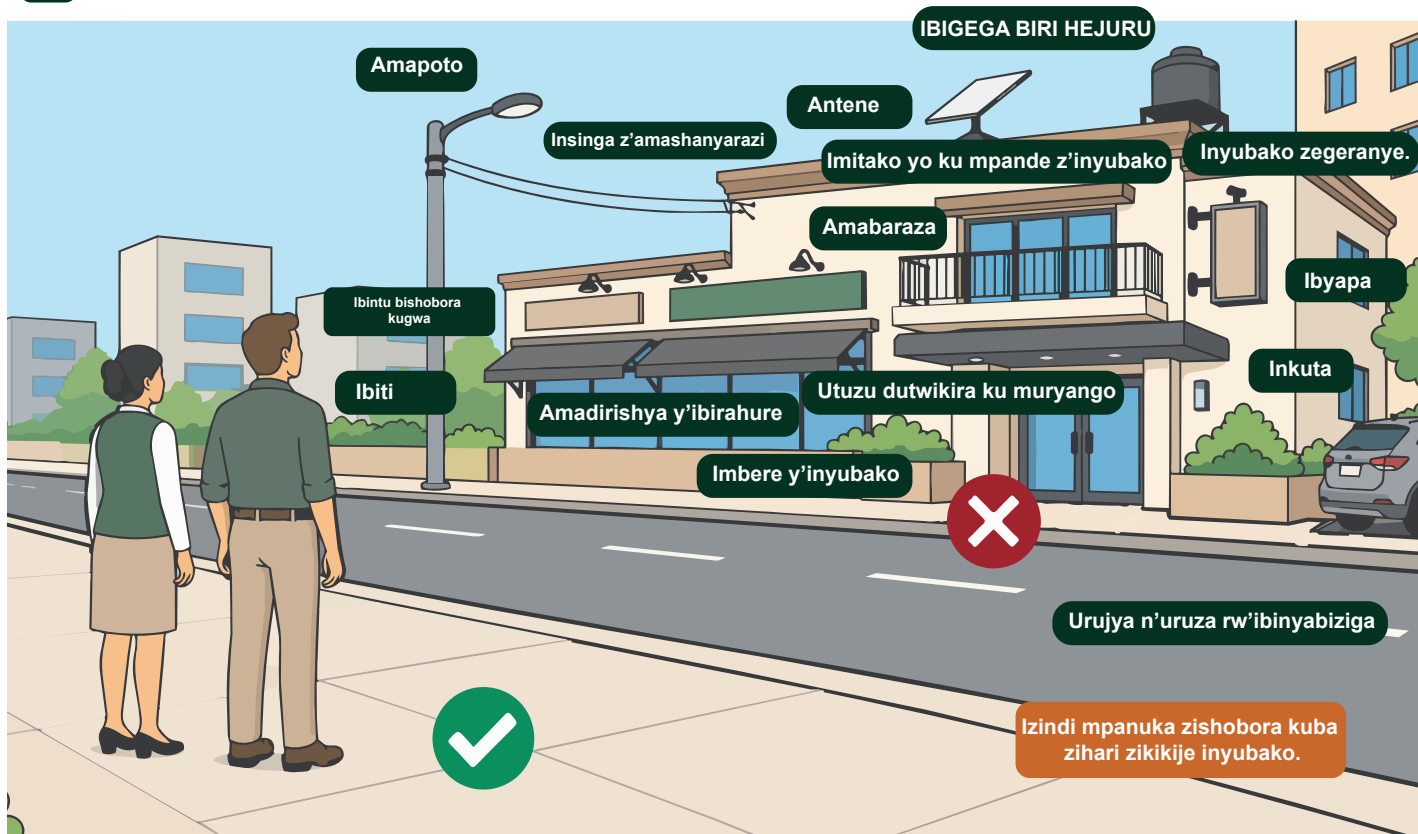


Igenamigambi ntirigomba kurangirira ku muryango w'ikigo.

Mbere yo kugena aho abantu bazateranira nyuma y'umutingito, hagomba kubanza gusuzumwa ibyago biri hanze.

01

Menya:

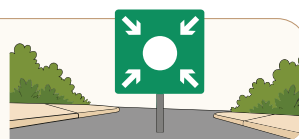


Ntabwo umuhanda w'abanyamaguru uri imbere y'ikigo ugomba guhita ufatwa nk'ahantu ho guteranira.

Nyuma y'umutingito, ibirahure, ibikoresho bitwikiriye inyubako, inkuta z'amatafari, ibyapa, imitako yo ku nyubako cyangwa ibindi bice by'inyubako bishobora kugwa.



Ikigo kigomba kubanza kumenya ahantu hamwe cyangwa henshi hafunguye kandi hatarimo inzitizi, hashobora gukoreshwa nk'ahantu ho guteranira igihe bibaye ngombwa kwimuka.





1.3 GAHUNDA Y'IKIGO YO GUTABARA

01

Ikigo cyose gihurizwamo abantu buri gihe kigomba kubanza gushyiraho imiterere y'ibanze yo guhangana n'ibihutirwa.

Gahunda igomba kuba:

Yoroshye

Izwi

**Ishobora gushyirwa
mu bikorwa.**



Ntabwo ari ingirakamaro gushyiraho uburyo bugoye cyane ku buryo nta muntu ushobora kubwibuka igihe habaye ikibazo cyihutirwa.

02

Umuyobozi ubifitiye ububasha.

Hagomba kubanza kugenwa uzaba ashinzwe guhuza ibikorwa byose igihe habaye ikibazo cyihutirwa.

Hagomba kandi kubaho nibura umusimbura umwe, kuko bidakwiye gufatwa ko umuyobozi mukuru w'ikigo azaba ahari igihe umutingito uzaba.



Urugero, bitewe n'ikigo, uyu murimo ushobora gukorwa na:

- Umuyobozi w'ikigo
- Umuyobozi w'imirimo
- Umuhuzabikorwa
- Ushinzwe ikigo
- Ushinzwe umutekano
- Umuyobozi w'idini
- Ushinzwe ibikorwa
- Umutoza cyangwa umuhuzabikorwa wa siporo

Icy'ingenzi si umwanya w'akazi, ahubwo ni uko buri wese aba yaramenye mbere uzahuza ibikorwa byo gutabara igihe habaye ikibazo cyihutirwa.





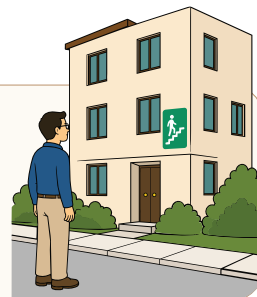
1.4 KUGENA MBERE INSHINGANO

Ikigo icyo ari cyo cyose gihuza abantu buri gihe kigomba kuba cyateganyije mbere imiterere y'ibanze yo guhangana n'ibyhutirwa.

01 Guhuza ibikorwa muri rusange

Azaba ashinzwe:

- gusuzuma uko ibintu bimeze nyuma y'uko kunyeganyega birangiye;
- gutegeka ibikorwa byateganyijwe;
- gufata icyemezo cyo kwimuka bibaye ngombwa;
- gukomeza guhuza ibikorwa hagati y'ababashinzwe.



02 Abashinzwe Inzego

- Mu bigo binini hashobora gushyirwaho abashinzwe utuce dutandukanye, ibyumba, amagorofa cyangwa imirengere.
- Inshingano zabo ni ukuyobora abantu bari mu gace bashinzwe no kugeza ku bantu amabwiriza yateganyijwe.



03 Ushinzwe kwimura abantu

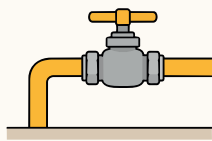
Nyuma yo kurangiza kunyeganyega, kandi igihe bibaye ngombwa kwimuka, azafasha kuyobora abantu basohoka mu buryo butuje kandi bari ku murongo, bakoresheje inzira zateganyijwe zitekanye.



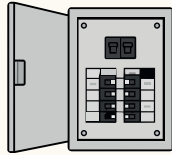
04 Ushinzwe ibikorwaremezo

Nyuma y'umutingito, kandi ari uko gusa byizewe ko nta kaga gahari, azagenzura ibikorwaremezo birebana n'inshingano ze.

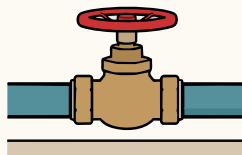
Agomba kuba asanzwe azi:



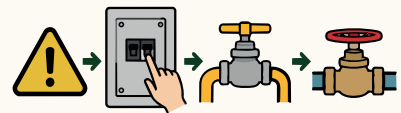
Aho robine nkuru ya gaze
iherereye;



Agasanduku gakuru
k'amashyamba;



Robine nkuru y'amazi;



Uburyo bw'ibanze bwo
guhagarika itangwa ry'ibikorwa
remezo.

Ntagomba kugenda mu gihe cy'umutingito agerageza gufunga gaze, guca amashyamba cyangwa gukora igenzura nk'iryo.

05 Abashinzwe ubutabazi bw'ibanze

Ikigo gikwiye kureba ko bamwe mu bantu bafite amahugurwa asanzwe mu butabazi bw'ibanze no mu gutabara umutima n'ibihaha. Abashinzwe bagomba kumenya aho agasanduku k'imiti y'ubutabazi n'ibikoreshe byihutirwa bihari.



06 Abashinzwe abantu bakeneye ubufasha

Hagomba guteganywa uzafasha:

- abana bato,
- abantu bafite ubushobozi buke bwo kugenda,
- abantu bafite ubumuga,
- abantu bakomeretse,
- umuntu uwo ari we wese ukeneye ubufasha kugira ngo yirinde cyangwa yimuke.

07 Ushinzwe itumanaho

- itumanaho ryo mu kigo;
- kuvugana n'inzego z'ubutabazi;
- guha amakuru abo mu muryango igihe bibaye ngombwa;
- kwakira no kugeza ku bandi amabwiriza atangwa n'inzego zibifitiye ububasha.





1.5 KWIRINDA KWISHYINGIKIRIZA KU MUNTU UMWE GUSA

Ikigo ntikigomba gutegura uburyo kizitwara gishingiye ku kwibwira ko abantu runaka bazaba bahari byanze bikunze.

Inshingano z'ingenzi zigomba kugira abazisimburanaho.

Imfunguzo, udusanduku tw'ubutabazi, ibikoresho by'itumanaho, ibikoresho by'ubutabazi n'uburyo bwo kugera ku bikoresho by'ingenzi bigomba kuba biri ahantu hazwi n'abantu barenze umwe babifitiye ububasha.

Ubumenyi kuri gahunda y'ikigo bugomba gusangizwa abantu benshi.



1.6 GAHUNDA ISHINGIYE KU BANTU BABA MU KIGO

Imyiteguro igomba kuzirikana umubare munini w'abantu ushobora kuba uhari mu buryo bushoboka, atari gusa umubare usanzwe w'abakozi cyangwa abafatanyabikorwa.

Itorero rishobora kugira abantu bake mu gihe kinini cy'icyumweru n'amagana mu gihe cy'ibirori.

Ikibuga gishobora kuba kirimo abantu bake cyane mu masaha amwe, ariko kikuzura abana, imiryango n'abakinnyi mu gihe cy'amarushanwa.

Ikigo cy'abaturage gishobora kongera cyane umubare w'abantu bakirimo mu gihe cy'ibikorwa bimwe na bimwe.

Ni yo mpamvu ikigo kigomba kwibaza kiti:

- Ni abantu bangahe bashobora kuba bari mu kigo icyarimwe?
- Bateranira he?
- Byagenda bite umutingito utangiye mu gihe cy'igikorwa kirimo abantu benshi kurusha ibindi?
- Ni nde wabishinzwe?
- Amabwiriza yatangwa ate?
- Ese hari inzira zihagije zo kunyuramo?
- Ni utuhe duce dufite ibyago byinshi?
- Abantu bakwikingira he?
- Nyuma, kwimura abantu byategurwa bite?
- Bateranira he?
- Ni gute byagenzurwa ko nta gace kasigaye katagenzuwe igihe byaba bitekanye kubikora?



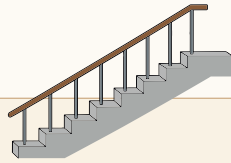


1.7 ABANTU BATAZI INYUBAKO

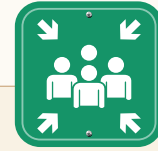
Ikintu cy'ingenzi kiranga amatorero, amakipe, amashyirahamwe n'ibigo by'abaturage ni uko abantu benshi bahari bashobora kuba ari abashyitsi. Ntihakwiye gufatwa ko bazi:



aho basohokera,



Ingazi,



ahantu ho guteranira,



ahantu hashobora kuba hari ibyago,



uburyo bwo kwitwara mu gihe cy'ibyhutirwa.

Ni yo mpamvu, mu gihe cy'ibyhutirwa, abakozi, abayobozi, abakorera bushake n'abafatanyabikorwa bagaragajwe bagomba kugira uruhare rugaragara mu kuyobora.



Amabwiriza agomba kuba magufi, asobanutse kandi ahuje.



1.8 UBURYO BWO GUTANGA AMABWIRIZA

Iyo ikigo gifite:

- mikoro itambutsa amajwi,
- sisitemu y'amajwi,
- indangururamajwi,
- amaradiyo akoreshwa imbere mu kigo,
- ubundi buryo bw'itumanaho,

Hagomba kubanza kugenwa uzabikoresha n'amabwiriza y'ibanze agomba gutangwa.

Hagomba kuzirikanwa ko mu gihe cy'umutingito amashanyarazi ashobora kubura.

Ni yo mpamvu **gahunda itagomba gushingira gusa kuri sisitemu za elegitoroniki.**

Abashinzwe bagomba kuba biteguye gutanga amabwiriza mu magambo igihe bibaye ngombwa.

Amabwiriza avuguruzanya agomba kwirindwa.





1.9 IMYITEGURO Y'ABANA

01

Ibigo byakira abana bisaba igenamigambi riyariye.

02

Ntihakwiye gufatwa ko mu gihe cy'ibyhutirwa abana bazitwara kimwe n'abantu bakuru.

03

Abatoza, abarimu, abahuzabikorwa, abakatechiste, abashinzwe amatsinda y'abana, abakorerabushake n'abandi bantu bakuru babishinzwe, bagomba kuba baramenye mbere uko bagomba kwitwara.

Hagomba gushyirwaho:

- ugumana na buri tsinda;
- utanga ubufasha ku bana babukeneye;
- uburyo kwimura abantu bizakorwa nyuma;
- buri tsinda rizateranira he;
- uko hazagenzurwa ko abana bahari;
- uko nyuma abana bazashyikirizwa ababyeyi, ababarera cyangwa ababashinzwe igihe bibaye ngombwa.



Ihame ry'ibanze

Mu gihe cyo kunyeganyega, icy'ingenzi ni ukurinda abana aho bari no kwirinda ko birukira ku muryango wo gusohokamo mu kajagari.

Kwimura abantu mu buryo bwihuse mu gihe ubutaka bugikomeza kunyeganyega bishobora gutuma bahura n'ibyago byo kugwa, ibirahure, ibintu bigwa n'ubucucike bw'abantu.





1.10 ABANTU BAFITE UBUMUGA N'ABANDI BANTU BAKENEYE UBUFASHA

Ikigo kigomba guteganya mbere ko hashobora kuba harimo abantu bashobora gukeneye ubufasha bw'inyongera.

Inzira zikoreshwa n'abantu bafite intebe z'ibimuga, ibikoreshe bifasha kugenda, inkoni cyangwa ibindi bikoreshe byifashishwa mu kugenda zigomba guhora zidafite inzitizi.

Igihe bibaye ngombwa, hagomba kuzirikanwa:

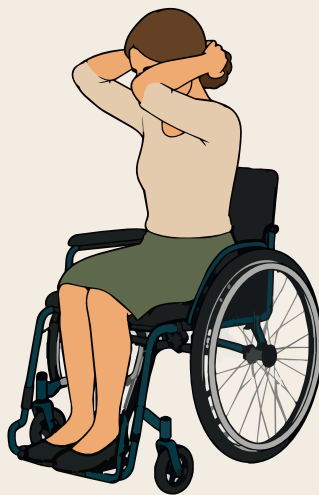
- ubushobozi buke bwo kugenda,
- ubumuga bwo kutabona,
- ubumuga bwo kutumva,
- ubumuga bwo mu bwenge cyangwa mu mitekerezereze,
- abantu bafite imikorere y'ubwonko itandukanye,
- abantu bageze mu zabukuru,
- abantu bakeneye ubufasha buhoraho cyangwa bw'igihe gito.

Igenamigambi rigomba gushyigikira ubwigenge bw'umuntu kandi rikirinda gutandukanya umuntu n'ibikoreshe bye bimufasha bitari ngombwa.

Ku bantu bakoreshe amagare y'abamugaye, ibi bikurikira bishobora gukoreshwa mu gihe cyo kugenda:



FATA FERI



IKINGIRE



IKOMEZE

Fata feri.

Rinda umutwe wawe n'ijosi ryawe.

Unama igihe bishoboka.

Ikomeze kugeza igihe kunyeganyega kirangiye.

Aho hari sisitemu zo kumenyesha zigaragara, zitanga urumuri cyangwa zitigita, **zigomba gukomeza gukora.**





1.11 IBIKORESHO BY'IBYIHUTIRWA N'IBYABITWSE MU IKIGO

Ikigo gifite abantu benshi ntikigomba kwishingikiriza gusa ku mutungo bwite w'abari aho.

Ukurikije ingano yabyo, imiterere yabyo n'ibikorwa bikorwa, hagomba kubaho ibikoresho by'ibanze by'ubutabazi bwihutirwa ahantu hagerwa n'abantu kandi hazwi n'ababishinzwe.



Muri byo hashobora kubamo:

- Udusanduku tw'ibikoresho by'ubutabazi bw'ibanze,
- amatara y'intoki (cyane cyane amwe yo kwambara ku mutwe),
- bateri z'inyongera,
- radiyo nto igendanwa ya AM/FM ikoresha bateri cyangwa izunguzwa intoki,
- ibyuma bivuga amajwi byo gutabaza,
- Bateri zo hanze zaba zarazuwemo umuriro,
- insinga zo gushyiramo umuriro,
- udupfukamunwa tw'izuru n'umunwa dukwiye ahantu hari ivumbi,
- uturindantoki,
- ibikoresho by'ibanze by'isuku,
- amazi y'ubutabazi bwihutirwa,
- Ibiringiti birinda ubukonje,
- Ibikapu bikomeye,
- kopi zibitswe neza z'amakuru y'ingenzi y'ikigo,
- urutonde n'imibare ya telefoni z'ubutabazi bwihutirwa,
- ibikoresho byihariye bikenewe bitewe n'ibikorwa by'ikigo.



Ibi bikoresho bigomba kugenzurwa buri gihe.

Imiti, ibiribwa, bateri n'ibindi bicuruzwa bigira igihe cyo kurangira bigomba kugenzurwa no gusimbuzwa igihe bikenewe.





1.12 UBUTABAZI BW'IBANZE

Ikigo kigomba kugira udusanduku tw'ubutabazi bw'ibanze dukwiranye n'imiterere yacyo ndetse n'umubare w'abantu basanzwe bakirimo.

Udusanduku tw'ubutabazi bw'ibanze tugomba:

- kuba byagaragajwe neza,
- kuba biri ahantu hagerwa byoroshye,
- kuba byuzuye,
- kugenzurwa buri gihe,
- kuba bizwi n'ababishinzwe.



Ni byiza ko bamwe mu bagize ikigo bahabwa amahugurwa asanzwe ku bijyanye na:

- ubutabazi bw'ibanze,
- gusubizaho imikorere y'umutima no guhumeka,
- uburyo bw'ibanze bwo gutabara mu bihe by'amaze.

Kuba hari agasanduku k'ubutabazi bw'ibanze ntibisimbura amahugurwa.





1.13 GAZI, AMASHANYARAZI N'AMAZI

GAZI

Abantu babishinzwe bagomba kumenya aho umuyoboro mukuru wo gutanga amazi uherereye.

Aho uherereye hagomba guhora hasukuye kandi hagerwa nta nkomyi.

Ibikoresho bigomba kuba byarashyizweho kandi bigakomezwa neza, kandi imiyoboro ibihuza igomba kuba ikwiye.

Mu gihe cy'umutingito, nta muntu ugomba kujya hirya no hino mu kigo agerageza gufunga gazi.

Igihe umutingito umaze kurangira, kandi ari uko gusa kubikora bitekanye, ni bwo hazasuzumwa imiyoboro n'ibikoresho. Niba hari ibimenyetso by'uko gazi isohoka, itangwa ryayo rigomba guhagarikwa hakurikijwe uburyo bwabigenewe.

AMASHANYARAZI

Agasanduku gakuru k'amashanyarazi kagomba kumenyekana kandi ibyuma bifungura n'ibizimya bigashyirwaho ibimenyetso neza.

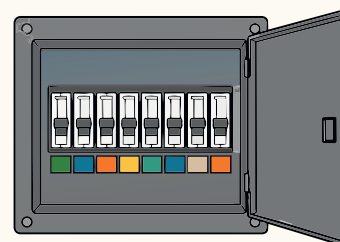
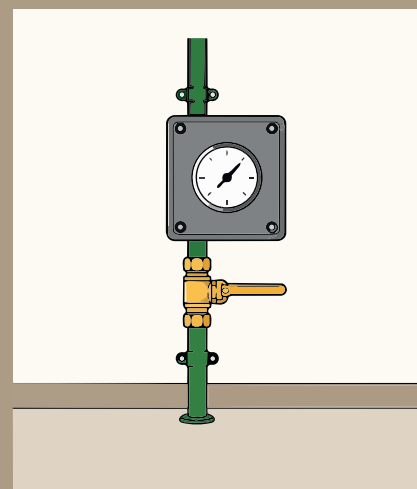
Abantu babishinzwe bagomba kumenya uburyo bwo guhagarika amashanyarazi.

Nyuma y'umutingito, niba hari ibyangiritse ku mashanyarazi kandi bishoboka kubikora mu buryo butekanye, amashanyarazi agomba guhagarikwa.

AMAZI

Hagomba kumenyekana aho robine nkuru ifungura n'ifunga amazi iherereye, kandi aho iherereye hagomba guhora hagerwa nta nkomyi.

Nyuma y'umutingito, hagomba gukurikizwa amabwiriza y'inzego zibifitiye ububasha yerekeye umutekano w'itangwa ry'amazi.





1.14 IMYITOZO NGIRO N'AMAHUGURWA

Gahunda y'ikigo igomba gukorerwa imyitozo. Imyitozo ngiro ituma hamenyekana ibibazo bishobora kutagaragara iyo gahunda isuzumwe gusa ku mpapuro.

Hagomba gukorerwa imyitozo y'ibintu bitandukanye; urugero:

- umutingito mu gihe harimo abantu benshi;
- igikorwa kirimo abana;
- umuriro w'amashyamba wacitse;
- inzira isanzwe yo gusohokamo yafunzwe;
- hari umuntu ufite ubushobozi buke bwo kugenda;
- kutabasha gukoresha ahantu runaka;
- gukenera gukoresha indi nzira.



Imyitozo ngiro igomba no gufasha kugenzura:

- niba inshingano zisobanutse;
- niba inzira ziguma zifunguye;
- niba abantu babishinzwe bazi inshingano zabo;
- niba uburyo bwo gutumanaho bukora;
- niba ahantu ho guhurira hakwiye;
- niba hari ibibazo byo kugera ahantu;
- niba uburyo bwateganyijwe bushobora gutera ubucucike bw'abantu.

Intego y'imyitozo ngiro si ukuyirangiza vuba, ahubwo ni ukwiga uko wakwitwara neza no gutahura amakosa mbere y'uko habaho ibihe by'amaze nyakuri.



ICYICIRO CYA 2: MU GIHE CY'UMUTINGITO



2.1 IHAME RY'IBANZE

Iyo umutingito utangiye, ikintu cya mbere cyihutirwa ni ukurinda abantu kugwa no kurindwa ibintu bishobora gutandukana, kwimuka cyangwa kumeneka. Muri rusange:

UNAMA



Hita wicara hasi kugira ngo ugabanye ibyago byo kugwa.

IKINGIRE



Rinda cyane cyane umutwe n'ijosi. Iyo bishoboka, jya muni y'ameza cyangwa intebe ikomeye.

IKOMEZE



Komera ku kintu kicurinda kugeza umutingito urangiye.



Amakadiri y'imiryango si ahantu hizewe byaka kanya. Mu mazu ya kera, amakadiri y'imiryango ashobora kuba ari yo yonyine yasigaraga ahagaze kubera gukomera kw'imyubakire yayo, ariko mu nyubako z'iki gihe ntabwo akomeye ku buryo bw'imiterere y'inyubako.





2.2 NTIMUTANGE ITEGEKO RYO GUSOHORA ABANTU BENSHI MU GIHE UMUTINGITO UKIRI KUBA

Iri hame rigomba kumenywa n'inzego zose zibishinzwe ndetse n'abayobozi b'ikigo.



Ntimukwiye guteza abantu kwirukira ku miryango mu gihe umutingito ukomeje.

Mu kigo kirimo abantu benshi, kugerageza gusohora abantu bose icyarimwe mu gihe cy'umutingito bishobora guteza:

- gusunikana
- kugwa
- abantu bakandagirwa
- kuziba imiryango
- ubucucike bw'abantu
- guhura n'ibirahure
- guhura n'ibintu bigwa
- gutakaza igenzura ry'abana
- gutandukana kw'amatsinda
- gukomereka by'inyongera



**Amabwiriza rusange agomba kuba:
BANZA WIRINDE.**

**GUSOHOKA NYUMA Y'UMUTINGITO, BIBAYE NGOMBWA
KANDI BISHOBOKA KUBIKORA MU MUTEKANO.**



2.3 IMYITWARIRE Y'ABASHINZWE INSHINGANO MU GIHE HARI UKUNYEGANYEGA

Abayobozi, abashinzwe inshingano, abafatanyabikorwa n'abakozi, bagomba kwihatira gutanga amabwiriza yoroshye kandi ahuje. Iyo ibihe bibemereye, bagomba kugaragaza:

"MWUNAME - MWIKINGIRE - MWIKOMEZE".

"MURINDE UMUTWE N'IJOSI".

"MUJYE KURE Y'IBIRAHURE".

"NTIBIRUKIRE KU MURYANGO USHOKERWAMO".



Mu gihe cy'umutingito:

- ntukoreshe asanseri;
- ntukiruke ujya ku ngazi;
- ntukagende bitari ngombwa;
- jya kure y'amadirishya n'ibirahure;

- Irinde ibintu bishobora kugwa;
- ntugeraze gufunga gaz;
- ntugeraze guhagarika amashanyarazi;
- ntugasige abana cyangwa abantu bagukeneyeho ubufasha bidakenewe, ushaka kujya gukora indi mirimo.





2.4 ABANTU BARI AHANTU HATARIMO AMAMEZA CYANGWA IBIRO

Mu matorero, mu nsengero, muri siporo, mu byumba binini, mu mazu y'amakoraniro n'ahandi hantu hagari, hashobora kutabamo ameza akomeye aboneka.

Muri ibyo bihe

- Unama kugira ngo utagwa hasi;
- rinda umutwe n'ijosi ukoresheje amaboko;
- jya kure y'amadirishya;
- Jya kure, igihe ubishoboye utishyira mu kaga gakomeye, y'ibintu bishobora kugwa;
- komeza kwikingira kugeza igihe kunyeganyega birangiye.



Ntukiruke unyura mu cyumba ushaka aho usohokera mu gihe umutingito ugikomeje.



2.5 ABANTU BARI HANZE Y'INYUBAKO

Abasanzwe bari hanze bagomba kuguma aho bari cyangwa, igihe babishoboye babikora mu buryo butekanye, bakajya ahantu hagari kandi hatarimo ibintu bibabuzza kugenda.

Jya kure y'ibi:

- inyubako,
- ibiranga ku nkuta z'inyubako,
- amabaraza,
- inkuta,
- ibirahure,
- inkingi,
- insinga z'amashanyarazi,
- ibiti,
- ibyapa,
- antene,
- ibyubatswe,
- ibintu bishobora kugwa.



ICYICIRO CYA 3: NYUMA Y'UMUTINGITO



3.1 NTUGAHUBUKE AKO KANYA

Iyo kunyeganyega birangiye, abaBishinze bagomba gusuzuma vuba uko ibintu bimeze.

Hashobora kuba harimo:

- ibintu byaguye
- ibirahure byamenetse
- insinga z'amashanyarazi
- ibyangiritse ku miterere y'inyubako
- inkongi z'umuriro
- imyuka ya gaz isohoka
- abantu bakomeretse
- ahantu hasohokerwa hafunze
- imitingito ikurikira



Hagomba guteganywa ko hashobora kongera kubaho kunyeganyega.



3.2 SUZUMA KO ARI NGOMBWA KWIMUKA

Kwimuka bishobora kuba ngombwa mu gihe hari:

- ibyangiritse bigaragara;
- inkongi y'umuriro;
- impumuro cyangwa ibimenyetso by'uko gaz isohoka;
- akaga gaturuka ku mashanyarazi;
- kugwa cyangwa kutaguma hamwe neza kw'ibintu;
- amabwiriza y'abayobozi;
- indi mimerere yose ituma kuguma muri iyo nyubako bidatekanye.



- Kwimuka bigomba gukorwa hakoreshejwe inzira zigikomeza kuba zitekanye.
- Ntukoreshe asanseri.
- Niba aho gusohokera hangiritse cyangwa hari akaga, koresha indi nzira yari yarateganyijwe igihe ari yo itekanye.





3.3 UKWIMUKA GUKORWA MU BURYO BUTUNGANYE

Iyo hafashwe icyemezo cyo kwimuka:

- tanga amabwiriza asobanutse;
- irinde gutaka bitari ngombwa;
- ntukemere ko abantu biruka;
- irinde gusunikana;
- komeza amatsinda y'abana hamwe;
- fasha abakeneye ubufasha;
- koresha inzira zitekanye zari zateganyijwe;
- yobora abantu ubajyana aho guteranira hagenwe;
- barinde kwegera ibice by'inyubako n'izindi ngaruka.



Abantu ntibagomba guhagarara ako kanya imbere y'imiryango isohokerwaho, kuko bashobora kubuza kwimuka kw'abari inyuma yabo.





3.4 ABANA NYUMA Y'UMUTINGITO

01

Abana bagomba gukomeza kuba bari gukurikiranwa.

Iyo hari amatsinda yari yarateguwe mbere, buri ushinze itsinda agomba kurigumana hamwe mu gihe cyo kwimuka n' aho guteranira.

02

Hagomba kugenzurwa ko abana bose bahari hakurikijwe urutonde ruboneka.

Ntibyemewe ko abana basubira bonyine mu nyubako gushaka ibikapu by'ishuri, telefoni, ibikinisho, imyenda cyangwa ibindi bintu.

03

Iyo bibaye ngombwa ko nyuma bahabwa imiryango yabo cyangwa ababashinzwe, ikigo kigomba kubikora hakurikijwe uburyo bwateguwe neza, hirindwa gutakaza igenzura cyangwa urujijo.



3.5 AHANTU HO GUTERANIRA

Iyo bamaze kwimuka, abantu bagomba kujya ahantu ho guteranira hagenwe mbere.

Aho hantu hagomba kuba, uko bishoboka kose:

- kure y'inyubako;
- kure y'ibice by'inyubako;
- kure y'inkuta;
- kure y'inkingi n'insinga;
- kure y'ibiti cyangwa ibintu bishobora kugwa;
- hanze y'inzira zikenewe n'ibinyabiziga by'ubutabazi.

Hashobora kandi kugenwa ahandi ho guteranira hazakoreshwa igihe ahantu nyamukuru hadatekanye cyangwa hatagerwaho.





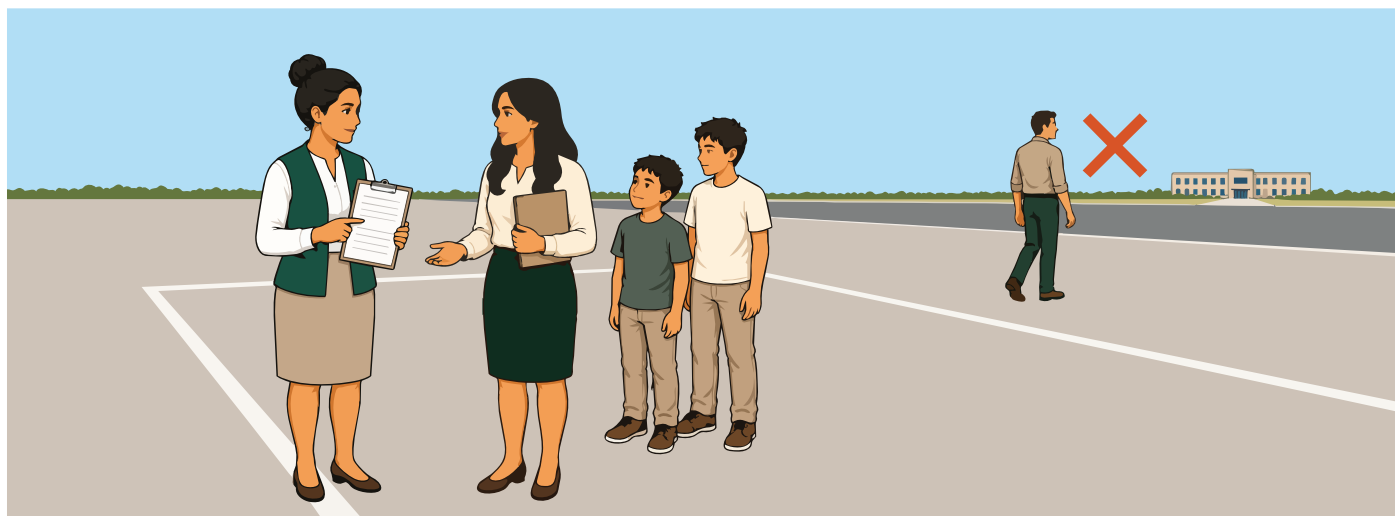
3.6 KUGENZURA ABANTU

Iyo imiterere y'igikorwa ituma bishoboka kumenya abantu bari bahari (urugero: amatsinda y'abana, amakipe y'imikino, abakozi, abakorera bushake, abatuye aho cyangwa abitabiriye igikorwa biyandikishije), hagomba gukorwa igenzura ku hantu ho guteranira.

Buri ushinzwe itsinda agomba guhita amenyesha niba hari umuntu wabuze.

Ariko kandi: nta muntu ugomba gusubira ku giti cye mu nyubako ishobora kuba iteje akaga agamije gushakamo umuntu wabuze.

Amakuru kuri bene ibyo bibazo agomba kumenyeshwa inzego z'ubutabazi.



3.7 ABANTU BAKOMERETSE

Abantu bahuguwe mu gutanga ubutabazi bw'ibanze bashobora gufasha mu mbibi z'ubumenyi n'amahugurwa bafite, kandi igihe cyose ibintu bimeze neza ku buryo nta kaga karimo.



Hagomba gushyirwa imbere gusaba ubufasha bw'ababifitiye ubumenyi igihe bibaye ngombwa.



Abantu bakomeretse bikomeye ntibagomba kwimurwa bitari ngombwa, keretse iyo kuguma aho bari byabashyira mu kaga gakomeye kandi kihuse.





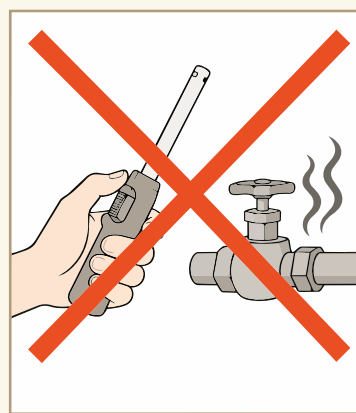
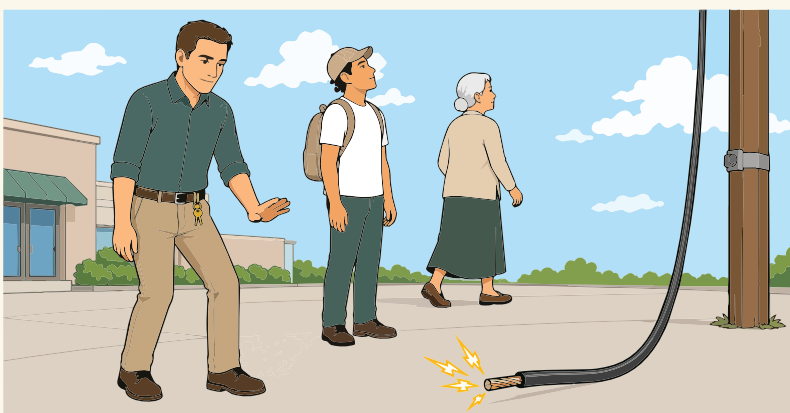
3.8 INKONGI, GAZI N'AMASHANYARAZI

Nyuma y'uko kunyeganyega birangiye, mukomeze kwitondera:

- impumuro ya gazi,
- umwotsi,
- umuriro,
- utwuma tw'umuriro,
- insinga zaguye hasi,
- ibikoresho by'amashanyarazi byangiritse,
- amajwi adasanzwe aturuka mu bikoresho cyangwa mu byubatswe.



- Ntucane ikibiriti, icyuma gitwika, buji cyangwa izindi ndimi z'umuriro niba hari amakenga y'uko gazi yasohotse.
- Ntukore ku bikoresho byangiritse niba nta buryo bwizewe bwo kubikora ufite.
- Abantu babihereke inshingano mbere bashobora guhagarika itangwa ry'ibikorwa remezo igihe bibaye ngombwa kandi bikaba bitekanye.



3.9 IMITINGITO IKURIKIRA



- Nyuma y'umutingito, hashobora kubaho imitingito ikurikiraho.
- Abantu bagomba gukomeza kuba biteguye kongera kwirinda.

Niba umutingito wongeye gutangira:

UNAMA - IKINGIRE - IKOMEZE

Ntukemere ko kuba habaye umutingito wa mbere bitera kwibeshya ko akaga karangiye.





3.10 NTUKONGERE KWINJIRA AKO KANYA

Nyuma yo kwimura abantu mu nyubako, ntibagomba gutegekwa kongera kuyinjiramo kubera gusa ko umutingito warangiye. Niba hari ibyangiritse, hari ugushidikanya ku mutekano w'inyubako cyangwa hari amabwiriza y'abayobozi, abantu bagomba kuguma hanze.

Ntukemere ko abanyamuryango, abitabiriye ibikorwa, abana, abakorerabushake cyangwa abakozi bongera kwinjira gusa kugira ngo bafate:

- telefone,
- inyandiko,
- ibinyabiziga,
- amasakoshi,
- imyambaro,
- ibintu bwite.

Umutekano w'abantu ufite umwanya wa mbere kuruta ibintu by'umutungo.



3.11 ITUMANAHU NYUMA Y'UMUTINGITO

Itumanaho rigomba gukoreshwa mu buryo buboneye. Iyo imiyoboro y'itumanaho yuzuye, ubutumwa bugufi bushobora kuba ingirakamaro kurusha guhamagara igihe kirekire.

Ikigo kigomba kugerageza:

- kubona amakuru aturuka ku nzego zibifitiye ububasha;
- kwirinda gukwirakwiza ibihuha;
- gutanga amabwiriza yagenzuwe;
- kumenyesha neza aho abantu bimuwe bari, igihe bibaye ngombwa;
- gukomeza kugira uburyo bw'itumanaho buboneka mu gihe bukenewe.



Imbuga nkoranyambaga na serivisi zo kohereza ubutumwa zishobora kuba ingirakamaro, ariko ntibigomba gusimbura amabwiriza y'ubutabazi atangwa n'inzego zibifitiye ububasha.





3.12 GUHUZA IMIKORERE N'INZEGO Z'UBUTABAZI

Iyo abashinzwe kuzimya inkongi, serivisi z'ubuvuzi, inzego z'umutekano, izishinzwe kurengera abaturage cyangwa izindi nzego zibifitiye ububasha zigiye gutabara, ikigo kigomba kubafasha mu kazi kabo.

Umuyobozi w'ikigo agomba kuba yiteguye gutanga amakuru, igihe bishoboka:

- ibyabaye;
- umubare w'abantu bari bahari ugereranyije;
- niba hari abantu bakomeretse;
- niba hari abantu bashobora kuba baburiwe irengero;
- aho baheruka kugaragara;
- kuba hari abana cyangwa abantu bakeneye ubufasha;
- Bishoboka ko hari imyuka ya gaze isohoka;
- ibyago by'amashanyarazi;
- inkongi z'umuriro;
- ibice byangiritse;
- ibintu bishobora guteza ibyago biboneka mu kigo.



Iyo inzego zibifitiye ububasha zimaze gutangira gutabara, amabwiriza yazo agomba kubahirizwa.



3.13 ISUZUMA RY'INYANDIKO NGENDERWAHO NYUMA

Nyuma y'umutingito, imyitozo yo kwitegura cyangwa ibihe by'ubutabazi, ikigo kigomba gusuzuma uko cyitwaye.

Ibaze:

- Ese abantu bari bazi icyo bagomba gukora?
- Ese ababishinzwe bari bazi inshingano zabo?
- Ese amabwiriza yari asobanutse?
- Ese hari abagerageje kwirukira ku marembo asohoka?
- Ese habayeho ubucucike bw'abantu?
- Ese hari aho gusohokera hari hafunze cyangwa hakingiwe?
- Ese amatara y'ubutabazi yakoze neza?
- Ese byashobotse gufasha neza abana n'abantu bafite ubumuga?
- Ese itumanaho ryakoze neza?
- Ese aho abantu bateranira hari hakwiriye?
- Ese udusanduku tw'ubutabazi n'ibikoresho byari bihari?
- Ese hari ibyago byabonetse bitari byaramenyekanye mbere?



Inenge zagaragaye zigomba gukosorwa.

Gahunda y'ibikorwa by'ubutabazi igomba gufatwa nk'uburyo bw'imikorere bugomba guhora busuzumwa kandi bugakosorwa.

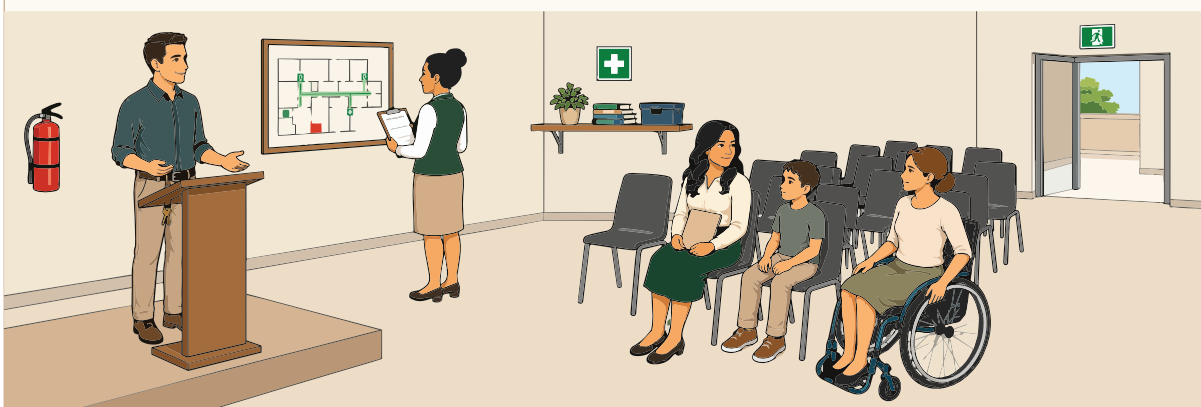


Imyiteguro y'ikigo itangira **MBERE** y'umutingito.

Itorero, urusengero, kalabu, ishyirahamwe, fondasiyo, ikigo cy'abaturage cyangwa umuryango wakira abantu bifite inshingano yihariye: **kwitegura atari ukurinda inyubako gusa, ahubwo no gutegura no kuyobora abazaba bari imbere igihe umutingito uzatangira.**

- Komeza ibintu bishobora kugwa bifite umutekano.
- Komeza inzira n'aho abantu basohokera hatarimo ibintu bibuza.
- Menya ibyateza ibyago biri imbere n'ibiri hanze.
- Gena abashinzwe inshingano n'ababashimbura.
- Tegura udusanduku tw'ubutabazi n'ibikoresho by'ubutabazi.
- By'umwihariko, teganya abana, abantu bageze mu zabukuru, abantu bafite ubumuga n'abakeneye ubufasha.
- Shyiraho ahantu ho guhurira.
- Hugura abashinzwe inshingano, abakozi n'abakorera bushake.
- Kora imyitozo y'ubutabazi.

Kandi cyane cyane, abashinzwe bose bagomba kumenya no gutanga amabwiriza y'imyitwarire yoroshye igihe umutingito utangiye:



UNAMA - IKINGIRE - IKOMEZE

- Ntutegure kwimura abantu benshi mu gihe umutingito ukiri kunyeganyeza.
- Banza wikingire.
- Umutingito umaze kurangira, banza usuzume uko ibintu bimeze, hanyuma nimiba ari ngombwa kandi ari umutekano kubikora, yimura abantu mu buryo buteguye.
- Ikigo cyiteguye neza gishobora kugabanya ibyago, kwirinda akajagari no kurinda neza abantu gishinzwe.



**Gahunda y'amahugurwa y'abasivili:
Imicungire y'ingaruka no kwitegura ibihe by'amage**

IMITINGITO MU BIGO

Inyandiko y'uburezi igenewe ibigo n'imiryango yo muri
Amerika Latina no muri Leta Zunze Ubumwe za Amerika.

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