

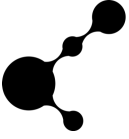
Power Resources International Ltd

Amelia House,
Crescent Road
Worthing,
West Sussex
BN11 1QR,
England
United Kingdom
Email: info@pwr.ltd

AMABWIRIZA AGENA UBURYO BWO GUTANGA IKIBAZO CYANGWA IKIREGO

UKO AMABWIRIZA YAGIYE AHINDURWA

rev	Itariki	Yasuzumwe na	Yateguwe na	Impinduka
1	Ku wa Kane, tariki 15 Ukuboza 2022	Primož Meze	Primož Meze	Amabwiriza yakozwe bwa mbere
2	Ku wa gatatu, tariki 25 Mutarama 2023	Ray Power	Primož Meze	Ivugururwa rya mbere
3				



1. IRIBURIRO

BITEGANYIJWE: Uku gutanga ikibazo cyangwa ikirego bigenewe buri mukozi wese wa Power Resources International Ltd (PRI) hamwe n'ibigo byayo byose, cyangwa abantu bagize ingaruka muri sosiyete, hanze ya sosiyete cyangwa abavugira abandi.

2. AMATEGEKO

PRI yahisemo gukoresha ubu buryo murwego rwo korohereza abavuzwe haruguru uburyo bwo gutanga igitekerezo, inyunganizi, uko umuntu abibona cyagwa ubusobanuro hatabayeho guhura n'ingaruka mbi.

Abayobozi bose abahagarariye abandi ndetse n'abakozi bose bakwiye kumenya aya mabwiriza no kuyashyira mu bikorwa.

Haramutse habayeho kudakurikiza aya mabwiriza, ubuyobozi bwa PRI bugomba kugira icyo bubivugaho cyangwa bugafata umwanzuro.

3. UKWEMERWA

Aya mabwiriza agaragara neza ku buryo buri wese ayabona ahantu hose hari amashami ya PRI mu buryo bw'impapuro ndetse no mu buryo bwa program kugirango amabwiriza akurikizwe.

Aya mabwiriza agaragara mu rurimi rw'icyongereza ndetse no mu rurimi rukoreshwa aho ikigo cya PRI gihereye.

Abayobozi ndetse n'abahagarariye abandi bazajya bafata umwanya mugihe cy'inama z'akazi basobanure uko aya mabwiriza akoreshwa mu buryo bwo kuyigisha no kongera ubumenyi ku ikoresha ryayo cyane cyane mugihe cyo kwakira abakozi bashya, abakozi b'igihe gito, ndetse n'abakozi b'abanyamahanga.

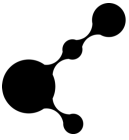
4. GUKORERA MU MUCYO

Mugihe habayeho ikibazo nta mazina cyagwa ibikorwa mu buryo burambuye byerekeye ubusobanuro bigomba kumenywa n'uwarawe wese utari muri PRI mubashinzwe gukemura icyo kibazo

Muburyo bwo gukemura ikibazo biciye mumurongo wa PRI wogukorera mumucyo, PRI izajya imenyeshya:

- Itariki ikibazo cyabereyeho.
- Ubusobanuro ku kibazo (muburyo bwarusange hatabayeho kuvuga amazina y'umuntu byerekeyeho).
- Uko ikibazo cyakurikiranwe ndetse n'umwanzuro wafashwe, igisubizo cyanyuma.
- Itariki igisubizo cyabonetse.

Aya makuru yavuzwe haruguru atangazwa murwego rwo kugaragaza ko PRI yubahiriza ndetse igashyira mubikorwa amabwiriza n'ingamba zayo.



5. ICYUMVIKANYWEHO

Kubera ko PRI ikorera kurwego mpuzamahanga, byanze bikunze habaho itandukaniro ry'umuco mugihe runaka. Itandukaniro ry'umuco rigomba kubahirizwa.

Kugirango ucunge neza kandi wumve ibirego,

PRI yiyemeje ko umuntu wakira agusuzuma ikirego agomba kuba azi neza umuco ukurikizwa , kandi bikazagenderwaho nyuma yo gutanga ikibazo.

Muri icyo gihe, ushinzwe kwakira ibibazo agomba kuba ashoboye gucunga amakimbirane mu kazi, ubwiyunge, no guhuza abantu.

Mugihe PRI itazabasha kubona igisubizo cyikirego, PRI izashaka ubufasha bwo hanze y'ikigo uherye ku bajyanama cyangwa abafatanyabikorwa kabuhariwe mu gukemura amakimbirane.

6. UBWOKO BW' IBIBAZO

- **Ibikorwa Remezo bya sosiyete:** Niba hari ibikoresho byikigo bidahagije kugirango umutekano ubeho mu gukora akazi.
- **Umubano w'abakozi:** Abakozi batongana mu kazi.
- **Uburenganzira bwamasezerano:** Niba ingingo iyo ari yo yose y'amasezerano y'akazi cyangwa umurungo wa company yarenzeho.
- **Uburenganzira bwa muntu ku murimo:** Ivangura iryo ari ryo ryose rishingiye ku gitsina, idini, inkomoko, cyangwa imiterere y'akazi itarengera bihagije abakozi.
- **Uburenganzira busanzwe:** Kubuzwa uburenganzira buhabwa abantu muri rusange n'amategeko agenga umurimo.
- **Urugero:** Kudahabwa igihe cyo gusenga cyangwa kwitabira ibikorwa byabaturage.
- **Itandukaniro:** Umuyobozi wese , Uhagarariye abandi cyangwa Umukozi wese yaregwa.

7. UBURYO BWO GUKURIKIZA AMABWIRIZA

Kugirango wirinde kwiyongera kw'ibibazo bitari ngombwa, birasabwa ko abakozi bubahiriza inzira zikurikira mu gutanga ibibazo:

KUGANIRA N'UMUYOBOZI: Mbere yo kuremereza ikibazo , birasabwa ko umukozi akorana inama ifunguye kandi yubaka kubyerekeye ikibazo hamwe n'umuyobozi we cyangwa umuhagarariye.

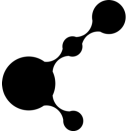
UBURENGANZIRA BW'UBUJURIRE: Niba inama n'umuyobozi wa hafi idatanga igisubizo cyumvikana kukibazo, umukozi ashobora kugaragaza ikibazo akoresheje imeri kuri hr@pwr.ltd cyangwa ibaruwa yandikiwe umuyobozi ushinzwe abakozi. Ibibazo bikagera ku muntu ubishinzwe no gukemura ibibazo binyuze mu nzira zavuzwe.

UKWEMERA GUSHYIGIKIRWA: Umuntu ufite ikibazo afite uburenganzira bwo gushyigikirwa na mugenzi we wo muri sosiyete. Gushyigikira umukozi mugenzi wawe biremewe kugirango abakozi boroherwe n'ibibakorerwa.

8. UBURYO BWO KWAKIRA IBIBAZO

Email: Iyo ureze ukoresheje imeri hr@pwr.ltd uwakiriye ikirego agomba kwemeza ko yakiriye imeri.

Gukoresha ibaruwa: Kopi yimpapuro za forumirere yo gutanga ikibazo ziraboneka ahantu byoroshye kuri buri mukozi wese.



Agasanduku k'iposita gashyirwamo impapuro z'ikirego kagomba kuba kari kuri buri biro bya PRI. Ufite uburenganzira ku agasanduku k'iposita ni Umuyobozi ushinzwe umutekano gusa. Ibibazo byose bigomba gukemurwa vuba kandi neza bishoboka mugihe nyacyo.

9. UBUSESENGUZI

Igikorwa cyo gukosora ikosa gikubiye mu ntambwe zikurikira:

- Kureba neza ikosa hamwe nibikorwa bijyanye naryo.
- Gukemura ikibazo burundu cyangwa by'agateganyo.
- Gukurikirana intandaro yikibazo.
- Tanga igisubizo kiboneye kizarinda ikibazo kongera kubaho; ibi akenshi bizasobanura impinduka mubikorwa bya sosiyete.
- Tanga raporo kubikorwa byakozwe, kumenyesha imbere no kwigisha abakozi niba hari ibikorwa byahinduwe kubera ibikorwa byo gukosora.
- Nyuma yigihe gikwiye, suzuma niba ibikorwa byakozwe byagenze neza mukurinda kugaruka no kubika neza ibimenyetso byemeza iri suzuma.

10. ITANGAZO

Iyo isesengura rirangiye, umuntu watanze ikirego atumirwa mu nama hakoreshejwe imeri cyangwa ibaruwa mugihe imeri itaboneka.

Ubutumire buzaba bukubiyemo:

- Umunsi w'inama.
- Ahantu.
- Ninde wundi uzaba ahari (niba ari ngombwa).

Umukozi utanga ikirego yemerewe kuzana mugenzi we muriyi nama.

Inama n'ibisubizo byose byikibazo birandikwa . Nyuma yo gutanga ibyifuzo, uhagarariye PRI asaba kwemerwa kwicyifuzo icyo aricyo cyose.

11. KURANGIZA IKIBAZO NO GUSOHORA UMWANZURO

Nyuma y'umwanzuro wo kunga abafitanye ikibazo, igisubizo cy'ikibazo kizashyirwa ahagaragara mu minsi 3 y'akazi ahamenyeshya abakozi, hubahirijwe byimazeyo ibanga ry'ababigizemo uruhare.

PRI igomba kubika urutonde rwibibazo byose byatanzwe hamwe n'ibyemezo byabo mu bubiko bwa dijitala.

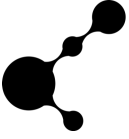
12. UBUJURIRE

Kutavuga rumwe ku isesengura no gutanga ibitekerezo byo gukosora, kimwe no gutinda gushyira mu bikorwa ingamba zemeranijweho zo gukosora, ni impamvu zo gukomeza kujurira .

Itsinda ry'ubuyobozi bwa PRI risabwa gukora iperereza ku bujurire mugihe gito gishoboka mu rwego rwo kurinda ubunyamugayo n'itegeko y'uburyo bwo gukemura ibibazo.

Niba ubuyobozi bw'ikigo budakoze iperereza ku bujurire, Umukozi ashobora gushyirika ubundi buryo bwo kujurira hanzu y'ikigo mu nzego zitari iza Leta zibifitiye ububasha.

Ubu buryo bwa nyuma, iyo nta kindi gisubizo butanze, ikibazo gikemurwa n'inzego z'ibanze za Leta hisunzwe amategeko agenga umurimo cyangwa inkiko.



Power Resources International Ltd

Amelia House,
Crescent Road
Worthing,
West Sussex
BN11 1QR,
England
United Kingdom
Email: info@pwr.ltd

13. IKIREGO CY'ABATURAGE

Abayobozi b'ishami rya PRI basabwa gukomeza umubano n'abaturage b'aho bakorera murwego rwo kureba niba ibikorwa bya PRI bigira ingaruka mbi kubaturage kandi, niba aribyo, kugerageza kugabanya izo ngaruka.

Ku marembo ya buri shami hagomba kugaragara ibisonuro bigaragaza aho gutanga ikibazo bishobora kunyuzwa kuri imeri hr@pwr.ltd.

Bikozwe ku wa 25 Mutarama 2023

Ray Power,
CEO