

**RIGHT HONORABLE PRIME MINISTER'S RULES N°OF ON
REWARDING A PERSON OF HIGH INTEGRITY IN PRIVATE SECTOR AND
NON GOVERNMENTAL ORGANIZATIONS.**

RIGHT HONORABLE PRIME MINISTER,

Basing on what was agreed upon by government officials in the retreat held in Rubavu District in Kivu Sun Hotel from 16-20 February 2009, it was agreed that there should be annually a reward for a person of high integrity in Private Sector and Non Governmental Organizations.

Has issued the following rules:

Article 1: Objective of the reward

To promote and emphasize the culture of integrity in Private Sector, Non Governmental Organizations and to all Rwandans in general.

Article 2: The committees in charge of selecting a person of high integrity

There has been establishment of committees in charge of selecting those persons of high integrity who will be given the rewards on first level, second level and national level in private sector and non governmental organizations.

Article 3: Committee Members of First Level

On First Level, the committees will be composed of individuals in Private Sector and in Non Governmental Organizations. Every level of administration will select a person of high integrity as provided. The individuals that will form those committees will be from different levels of administration basing on their job structures in private institutions and non governmental organizations as will be shown below.

Article 4: The functioning of the committees on First Level

The committees on first level will be selecting a person of high integrity that will be given the reward annually in both private and non governmental organisations basing on

what is provided in article 9 of these rules. The reward on this level will be handed over to that person by head of that level of administration. The reward on this level will depend on the capacity of the administration offering it.

Article 5: Committee Members of Second Level

The committees on second level that are in charge of selecting a person of high integrity will be composed of representatives from private sector, non governmental organizations, representatives of employees where applicable in those mentioned sectors and trade unions basing on the structure of each level of administration.

Article 6 : The functioning of Committtees on Seond Level

The committees on second level will be selecting one person of integrity from each level of administration from those selected from first level from private sector and non governmental organizations so as to be handed over to the committee members on national level. On the second level there is no rewarding.

Article 7 : Committee members on National Level

The committe on national level will be composed by persons of integrity from the following levels of administration as shown below:

1. Civil Society;
2. Federation of private sector;
3. Gender monitoring;
4. A representative from trade union;
5. A representative Bar Association.

Article 8: The functioning of the committee on national level

The committee on national level will have to select only one person of high integrity so as to be given the reward on national level.

Article 9: Considerations of a person of high integrity

A person of high integrity in these rules must fulfill the following:

1. be working in transparency;
2. be a person of morals in culture, conduct and have interpersonal qualities;
3. be hard working and efficient in carrying out his/her duties;
4. be a person with creative mind that has helped to improve his/her lifestyle as well as the level of administration where he or she is employed or belongs to in that very year of obtaining that reward;
5. be a person without any form of discrimination, genocide ideology and any other form of discrimination either to his work place, domicile and in the country in general;
6. not to have participated in the Tutsi genocide of 1994 and not to have been convicted by competent courts on the crime of Genocide against Tutsi;
7. be a role model in implementing all government policies done in different levels like Community works, meetings and others;
8. not to be characterized by shameful acts like drunkenness, , abuse of confidence, domestic violence, failure to clear a debt emanating from a legal obligation or contract, fraudulent practices, injustice, corruption and other corruption-related offences;
9. not have been deprived of civil and political rights or even having been rehabilitated after conviction;
10. never to have been sentenced to a term of six or exceeding months of imprisonment;
11. not to have been given administrative sanctions by his/her employer in the two previous years;
12. not to be characterized by other shameful acts that the committees will valid to be contradicting with the objective of the reward.

Article 10: The functioning of the committees in charge of selecting a person of high integrity

1. The committees in charge of selecting a person of high integrity are independent in selecting a person of high integrity as well as giving the reward. The decisions of the committees are not subjected to appeals. However, the Office of the Ombudsman can nullify them if it found out that the decisions were based on sentiments, partiality, Favorism, corruption and other related offenses;
2. The preparation of the activity of rewarding a person of high integrity begins in June of every year up to 15 of April of the next year;
3. Members of the committee in charge of selecting a person of high integrity have to select among themselves the president, Vice President and the Secretary. The committee must be submitted to the Office of Ombudsman not later June 30th every year;
4. The committees has the task of fixing time of convening so as to select a person of high integrity;
5. The committees convene once in a term or even any other time deemed necessary before the time of offering the reward;
6. In selecting a person of high integrity, the committees will have to verify if that selected person fulfils what is provided in article 4 and thereafter gives marks to each value;
7. If one of the committee members is among those selected to be awarded in a certain year, he/she temporarily suspends his/her duties in the committee in that very year;
8. Each value is given ten marks and the total percentage for all is equated to one hundred (100%);
9. The person with the highest marks is the one to be given the reward and he/she should at least have 90 percentage;
10. If no person has raised at least 90% marks as required, the report is made and signed by the committee which also has to submit it to the Office of the Ombudsman not later than 15 days after taking the decision;

11. On the first level the selected persons of high integrity must be given the rewards by 30th January of every year and those rewards must be handed them over to those persons by their heads of administration of those levels and all persons belonging to those levels must be invited;
12. All committees on the first level must submit the detailed reports to the Office of the Ombudsman by 15th February highlighting how the activity was carried out and all committee members must sign it;
13. The committees on second level must completed their tasks of selecting those persons of high integrity that will compete on national level not later than 15th March. That will enable the committees on national level to commence its task;
14. The committee on national level must have completed the task of selecting a person of high integrity on 15th April and has to submit the report to the Right Honorable Prime Minister's Office and has to provide a copy to the Office of the Ombudsman.

Article 11: The Ceremony of offering the reward

Every year on 1st May, the selected person of high integrity on national level in private sector and non governmental organizations will be given the reward by the guest of honor in the ceremony of labour day.

Article 12: The nature of the reward

1. The reward on national level will be a medal which will be given to the selected person of high integrity which will be accompanied by five million Rwandan francs (5.000.000rwf). The person of high integrity will have to put on this medal on official days.
2. If the selected person of high integrity that was given the reward on national level is caught behaving contrary to what is provided in article 9 of these rules, the medal that was given to him or her will be taken back.

Article 13: The levels of Administration that are in charge of implementing the activity of rewarding a person of high integrity

The levels of administration that have to implement the activity of rewarding the person of high integrity are Private Sector and Non Governmental Organizations.

Article 14: The institution in charge of monitoring the implementation of the activity of offering the reward

The Office of the Ombudsman.

Kigali, on.....

Bernard Makuza

Right Honorable Prime Minister