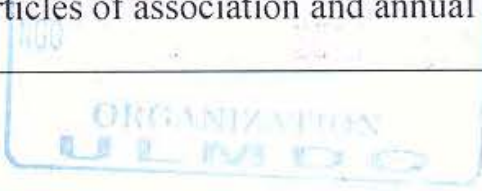






UNIVERSITY OF RWANDA NYAGATARE CAMPUS SPARK PROJECT
PARTNERSHIP AND SUPPORT APPLICATION FORM

Date of Request	09/07/2015
Organisation Name	EPULMDO
Project owner	EPULMDO
Project Budget	
Support Requested	Training Materials, Equipment, Trainers, Coaches, Mentors and any other available support to entrepreneurship groups.
Approved Partnership and Support	
Summary of activities to be completed by Partnership and Support	Support and advocate for Casual Laborers in job creation, Preparing IT lab and equipment like; Computers, Photocopiers, Printing Machines, Accessories and organizing training/ entrepreneurship groups, e.g. Building and Construction, Welding, Carpentry and Joinery, Shoe Making, Tailoring, Hair Dressing, Bakery, Procure Equipment, pay Trainers/Coaches and Mentors as it is stipulated in our articles of association and annual work plans.
Requested by: KAYIBANDA Diogene (Organization representative)	 
Approvals	
Project Coach/Mentor- Comment and recommendations	Recommended
Recommendation from SPARK/URN Project Coordinator	
Approval from URN –Campus Coordinator: Dr. James Gashumba	



NYAGATARE CAMPUS



**AGREEMENT BETWEEN UNIVERSITY OF RWANDA NYAGATARE CAMPUS
(URN- SPARK) PROJECT**

AND

**EASTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT
ORGANISATION (EPULMDO)**

This agreement is made between URN- Spark Project herein referred to as the

“Partner/ Support Project represented by the Campus Coordinator. URN- Spark Project

AND EPULMDO

Herein referred to as the “Beneficiary” represented by: Mr KAYIBANDA Diogene

**Legal representative of “Eastern Province Unskilled Labour Manpower Development
(EPULMDO)”**

Where As:

1. The beneficiary has received adequate training, coaching and coaching in the areas of entrepreneurship, Business skills and Business Plan writing skills from URN- Spark.
2. The beneficiary has conceived, developed and defended a business/ annual work plans and articles of association that culminated into development and presentation of a action plan as an integral part of his package.
3. The beneficiary has presented action plan:

.....

To the Partner/ Support Project, this has selectively won them a startup support in terms of Support and advocate for Casual Laborers in job creation, Preparing IT lab and equipment like; Computers, Photocopiers, Printing Machines, Accessories and organizing training/ entrepreneurship groups, e.g. Building and Construction, Welding, Carpentry and Joinery,

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Shoe Making, Tailoring, Hair Dressing, Bakery, Procure Equipment, pay Trainers/Coaches and Mentors, training materials, coaching experts, mentoring and monitoring from the URN-Spark Project.

4. The beneficiary expresses the commitment and capability of putting the startup support into practice in the above disciplines efficiently.

5. URN Spark agrees to partner and support with:

Advocate for Casual Laborers in job creation, Preparing IT lab and equipment like; Computers, Photocopiers, Printing Machines, Accessories and organizing training/entrepreneurship groups, e.g. Building and Construction, Welding, Carpentry and Joinery, Shoe Making, Tailoring, Hair Dressing, Bakery, Procure Equipment, facilitate Trainers/Coaches and Mentors experts, training materials and to facilitate the organization start its operations within URN Spark Project budget capacity and limits (Ceiling)while

EPULMDD

will utilize the support meaningfully and purposefully as prescribed in the business and annual work plans.

6. The support will be put to use by the beneficiary after signing this contract.

7. This contract shall be effective from the date of its signing.

Clause 1: Description and Nature of the contract

This agreement is for supporting:

EPULMDD

to enable it start its business operations as specified in the business plan

Title of Beneficiary EASTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION

Support approved AS INDICATED ABOVE

Proposed date of commencement 17/09/2015

Clause 2: Duration of the of the contract

The duration of the URN - Spark project is 5 years, from 2011 to run until 2015.

Clause 3: Conditions of the agreement:

- That URN - Spark project will closely monitor, mentor, advice and evaluate the project during the duration of the contract.
- URN - Spark shall have access to the activities' operations on demand.
- That the beneficiary will present quarterly reports to the supporter.

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- **Eastern Province Unskilled Labour Manpower Development (EPULMDO)** will control and maintain the existing support and at the phase out of Spark Project, **Eastern Province Unskilled Labour Manpower Development (EPULMDO)** will run the activities of URN – Spark project in the same way that it has been operating.

Clause 4: Partner/ Support:

Support shall be done according to the support requirements approved by URN-Spark Project coordination office and the trainers, coaches and mentors in relation to available support and nature of the project.

Clause 5: Arbitration:

In case of any disputes, the URN campus Coordinator, management **Eastern Province Unskilled Labour Manpower Development (EPULMDO)** shall convene dispute-resolving meeting employing the clauses of this contract and the Law of Rwanda. Resolutions from the sessions shall be communicated in writing to all parties concerned.

Done at Nyagatare on 17/09/2015

Name of Organization..... EPULMDO

Signature 

Name of organization Representative



URN- Campus Coordinator Spark Project

Signature  17/9/2015
Dr. James Gashumba



**THE CONSTITUTION OF EASTERN PROVINCE UNSKILLED
LABOUR MANPOWER DEVELOPMENT ORGANISATION
(EPULMDO)**

<p>NATIONAL NON GOVERNMENTAL ORGANISATION</p> <p>“EASTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION” (EPULMDO)</p>	<p>UMURYANGO NYARWANDA UDAHARANIRA INYUNGU</p> <p>“EASTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION” (EPULMDO)</p>	<p>ORGANISATION NON GOVERNMENTALE NATIONALE</p> <p>ESTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION (EPULMDO)</p>
<p>CONSTITUTION</p> <p>CHAPTER 1:</p> <p>ESTABLISHMENT, NAME, HEAD OFFICE, AREA OF ACTIVITIES, DURATION, MISSION AND BENEFICIARIES</p>	<p>AMTEGEKO NSHINGIRO</p> <p>UMUTWE WA 1: ISHIRWAHO IZINA, ICYICARO, AHO IBIKORWA</p> <p>BIZAKORERWA, IGIHE UZAMARA, N’INTEGO NABAGENERWA BIKORWA</p>	<p>STATUS</p> <p>CHAPTER 1: DE LA CREATION DE LA DENOMINATION, DU SIEGE DE LA ZONE D’INTERVENTION, DE LA DUREE, DE LA MISSION ET DE BENEFICIAIRES.</p>
<p>Article 1: Establishment and name</p> <p>In accordance with the Article one of the Law no 04/2012 of 17/02/2012 governing the organization and the functioning of national no –governmental organizations, it is hereby established an organization known as</p> <p>“ESTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION” (EPULMDO)</p>	<p>Ingingo ya 1: Ishyirwaho n’izina</p> <p>Hashingiwe ku ngingo ya mberere y’itegeko n’04/2012 ry’0 kuwa 17/02 /2012 rigena imitunganirize n’imikorere by’imiryango nyarwanda Itari iya leta, hashyizweho umuryango wiswe</p> <p>“EASTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION” (EPULMDO)</p>	<p>Article 1: Creation et denomination</p> <p>Conformement à l’article Premier de la loi n° 04/2012 la 17/02/2012 portant sur l’organisation et fonctionnement des organisations non-gouvernementales nationales, il est créé une organisation dénommée</p> <p>“ESTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANISATION” (EPULMDO)</p>
<p>Article 2: The head office, area of activities and duration.</p> <p>The head office of the organization is located in Nyagatare District. It can extend its activities throughout the country and beyond by the decision of the General assembly. The organization will conduct its activities on the territory of Rwanda. It is established for an undetermined period.</p>	<p>Ingingo ya 2: icyicaro aho ibikorwa bizakorerwa n’igihe uzamara</p> <p>Icyicaro cy’umuryango gishyizwe mu karere ka Yagatare. Ushobora kwagurira ibikorwa byawo aho ariho hose mu Rwanda ndetse no hanze y’arwo byemejwe n’inteko Rusange. Umuryango ukorera ibikorwa byawo kubutaka bw’U Rwanda igihe uzamara ntakigenwe.</p>	<p>Article 2: Siege, zone d’intervention et durée</p> <p>Le siege de l’organisation est établi dans le district de Nyagatare, il peut néanmoins être transféré ailleurs au Rwanda sur la décision de l’assemblée de l’organisation. L’organisation exerce ses activités sur toute l’étendue de la République. Elle est créée pour une durée indéterminée.</p>

<p>Article:3 beneficiaries and mission</p> <p>Direct beneficiaries are the members of the organization, the government institutions, school dropouts, and other vulnerable people of: .Kayonza,Nyagatare,Kirehe,Ngoma,Gatsibo.</p> <p>Indirect beneficiaries are the community people who will come for employment opportunities, and all other well wishers of different categories of the similar objectives.</p>	<p>Ingingo ya :3 abagenerwa bikorwa n'intego</p> <p>Abagenerwabikorwa bibanze ni abagize umushinga,inzego za leta,abacikirije amashuri,n'abandi babaho mubuzima bugoyeba Kayonza nyagatare,Kirehe,Ngoma,na Gatsibo.</p> <p>Abandi bagenerwabikorwa n'abantu bahabwamo akazi,abanyabushake bo muyiciro bitandukanye bihuje ibkorwa.</p>	<p>Article: 3 beneficiares et mission</p> <p>Les direct beneficiares sontdes members del'organisation,institution gouvernementales, incomplete etudiants,et des personne vulnerable difficiles de:KayonzaNyagatare,Kirehe,Ngoma Gatsibo</p> <p>Indirect beneficiares sont les personnes venant pour l'opportunité d'emplois et d'outre veuillis de la different categories de meme objectives.</p>
<p>Mission</p> <p>To support and advocate for welfare of casual labourers in Nyagatare, Kayonza, Kirehe, Ngoma and Gatsibo districts.</p> <p>Major activities shall include :</p> <p>To conduct workshops and conferences in order to share knowledge and experiences especially among casual labourer in the mentioned districts.</p> <p>To establish and support charity institutions in the Rwandan society such as labourers homes, disabled and displaced homes and vulnerable people.</p> <p>To promote unit and reconciliation through cultural activities.</p>	<p>Intego</p> <p>Gufasha abantu bakora akazi gaciriritse, gasanzwe no kubakorera ubuvugizi muturere: Nyagatare Kayonza, Kirehe, Ngoma na Gatsibo</p> <p>Ibikorwa by'ingenzi nibi bikurikira:</p> <p>Gutegura nogukoresha inama nyungurana biekerezo, nibiganiro mbwirwa ruhame na cyane bigenewe abantu bakora akazi gaciriritse gasanzwe.</p> <p>Gushing n'ogufasha ibigo byubutabazi n'ibyabakozi bomungo ibigo byababana n'ubumuga, abahuye nibiza n'abandi barimubuzima bugoye.</p> <p>Guteza imbere ubumwe nubwiyungo binyuze mumuco nyarwanda.</p>	<p>Mission</p> <p>De soutenir et de plaider en faveur de la protection sociale de travailleurs occasionnels à Nyagatare , Kayonza ,Kirehe , Ngoma et Gatsibo districtes</p> <p>Les prencipales activités de l' organization comprennent:</p> <p>À organizer des ateliers et conférences afin de partager connaissances et expériences en particulier parmi la main d'œuvre occasionnelles dans les districtes mantionnés. Pour établir et soutenir des institution de la chality dans la société rwandaise comme maison d'ouvriers ,foyers de personnes handicapées et des personnes déplacées et personnes vulnérables difficiles.</p> <p>Premouvoir l' unité et la reconciliation grâce a des activites culturelles.</p>



<p>The legal representative</p> <p>KAYIBANDA Diogene</p> <p>The deputy legal representative</p> <p>MUGISHA George</p>  	<p>Umuvugizi w'umuryango</p> <p>KAYIBANDA Diogene</p> <p>Umuvugizi w'umuryango</p> <p>Mugisha George</p>  	<p>Le représentant Legal</p> <p>KAYIBANDA Diogene</p> <p>Le Représentant Legal suppléant</p> <p>MUGISHA Goerge.</p>  
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TURATSINZE Calah
Notaire

1700 FEV 2014



PERÇU
FVS SURVEHT QMTRARRE

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The meeting started at 9:00am with a quorum in attendance and chaired by Mr Kayibanda Diogene
The agenda of the meeting:

- a) Opening prayer
- b) Self introduction
- c) Formation of non governmental and non profit making organization
- d) Approval of the statutes
- e) E lection of the leaders
- f) AOB

The members who attended the meeting approved the agenda and the meeting was hence forth started and preceded as follows:
1

1. opening :As started above the meeting chaired by Mr. Kayibanda Diogene who at the same time opened it. He welcomed the members and wished them a good discussion during the meeting.

2. self introduction :All the members who attended the meeting briefly introducing themselves and came to know each other as people with the same goal.

3. Formation of non-government and non profit making organization: Mr KAYIBANDA Diogene briefly elaborated on the new organization known as "EASTERN PROVINCE UNSKILLED LABOUR DEVELOPMENT ORGANISATION(EPULMDO)"that they have agreed to form. He started that the organization has four main objectives as will be explained, all intended to improve the standards of the casual laborers in Rwanda.

4. Approval of the statutes: The chairman of the meeting went ahead to lead all the article of the statutes or constitution of the new organization and all discussed, and approved and accepted by all members.

5.E lection of the leaders :The chairman of the n meeting outlined first the positions in the organization that were to be elected as president, the vice president, secretary and treasurer .Those who attended the meeting agreed that the president to be elected would at the same time be the legal representative, while the vice president would be the vice legal representative of the organization.

The chairman of the meeting gave each candidate to talk about him/her and the plan they had for organization so as it develop and strengthened the organization in line with the set mission

6. **AOB:** There was nothing special in AOB except that the first president and legal representative of the organization KAYIBANDA Diogene was given five minutes to give a word to the members of the organization. He aired out a word of appreciation to the members who had confidence in him and elected him as the leader. He promised to work tirelessly for the development of the organization.

The meeting that started at 9:00 am ended at 1:00 am with entertainment.

SECRETARY OF THE MEETING






CHAIRMAN OF THE MEETING

MUTONI Rosette

KAYIBANDA Diogene



THE MEMBERS OF " EASTERN PROVINCE UNSKILLED LABOUR DEVELOPMENT ORGANISATION (EPULMDO) WHO ATTENDED THE 1ST GENERAL ASSEMBLY THAT ESTABLISHED THE ORGANISATION, WHICH WAS CONDUCTED ON 12TH OCTOBER 2012

No	NAMES	SIGNATURE
1	MARY BANUKA BINGAZALE	
2	MUKASHA George	
3	MUDSONI ROJEET	
4	MUKASHA Abobu	
5	NGANBAHAYO JEAN BAPTISTE	
6	MUTONI Grace	



This is how the election went on:

sno	Position	candidates	votes
1	President	Kayibanda Diogene	5/6
2		Mugisha George	1/6
3	Vice -president	Mugisha G eorge	4/6
		Mutoni Rosette	2/6
4	secretary	Mutoni Rosette	5/6
		Ngendahayo Jean B aptiste	1/6
5	Treasurer	Mukasa Abdul	4/6
		Mutoni Grace	2/6

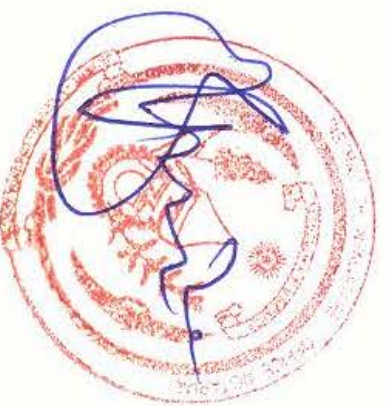
Hence the leadership (executive committee) of EASTERN PROVINCE UNSKILLED LABOUR DEVELOPMENT ORGANISATION (EPULMDO) that was elected as follows:

President :Kayibanda Diogene(LEGAL REPRESENTATIVE)

VICE-PRESIDENT :MUGISHA George (vice Legal Representative)

SECRETARY :MUTONI Rosette

TREASURER :MUKASA Abdu



LIST Y'ABANYAMURYANGO SHINGIRO BUMURYANGO "EASTERN PROVINCE UNSKILLED
LABOUR MANPOWER DEVELOPMENT ORGANISATION (EPULMDO)

LIST DES MEMBRES FONDATEURS DEL 'ORGANISATION "EASTERN PROVINCE UNSKILLED
LABOUR MANPOWER DEVELOPMENT ORGANISATION (EPULMDO)

SNO	NAMES/NOMS	NO.C./I.D	SIGNATURE
1	KAYIBANDA Diogene	1198237132658784	
2	MUGISHA George	1198180142367025	
3	MUTONI Rosette	1197870123150033	
4	MUKASA Abdou	1196380055457093	
5	NGENDAHAYO Jean BAPTISTA	1196280062628020	
6	MUTONI Grace	1198370162307025	

MINUTES OF THE FIRST (EPULMDO) GENERAL ASSEMBLY THAT ESTABLISHED THE ORGANISATION HELD ON
12TH OCTOBER 2012
AT THE HEADQUARTER IN NYAGATARE

The meeting was attended by the following:

sno	NAMES/NOMS
1	KAYIBANDA Diogene
2	MUGISHA George
3	MUTONI Rosette
4	MUKASA Abdou
5	NGENDAHAYO Jean Baptista
6	MUTONI Grace



“ EASTERN PROVINCE UNSKILLED LABOUR DEVELOPMENT ORGANISATION (EPULMDO)

DECLARATION

I KAYIBANDA Diogene, the legal representative of“ EASTERN PROVINCE UNSKILLED LABOUR DEVELOPMENT ORGANISATION (EPULMDO) and MUGISHA George the vice legal representative, hereby declare we are the ones who were elected by the members of the mentioned organization To hold the mentioned positions:



KAYIBANDA Diogene (legal Representative)



MUGISHA George (vice legal Representative)



ACTION PLAN FOR EASTERN PROVINCE UNSKILLED LABOUR DEVELOPMENT ORGANISATION (EPULMDO)
2013 NYAGATARE

S. N	DOMAIN	PROJECT NAME	PLANNED ACTIVITIES	PLANNED BUDGET	AREA OF INTERVENTION	SOURCE OF FUNDS	OBSERVATIONS
1	SUPPORT & ADVOCATE BENEFICIALIES	Advocacy	Meeting with beneficiaries & advise them on how to operate		Co-operation with district labour inspectorate	EPULMDO	
2	VOCATION SKILLS TRAINING	Vocational training	To conduct workshops and conferences to share knowledge and experience among casual labourers	2,000,000 frw for ten mobilisers	Security, Conference halls where the need arises.	Members contribution & EPULMDO	
3	FORMAL EDUCATION		Construction of vocational training centre	15,000,000 frw	Land for construction of vocational training centre district of the area of operation	70% from EPULMDO and Partners. 30% Donations from support agencies	

4.	MICRO-FINANCE & CO-OPERATIVE FACILITIES	Support cooperative s with equipments	- Support Carpentry & joinery training, farmers, labourers groups, construction groups.	20,000,000 frw	To link the National Supporting Agencies	Members subscription fees, National supporting agencies & EPULMDO	
5.	CONDUCT CULTURAL ACTIVITIES	Develop & support cultural activities	Provide facilities needed to trainees	300,000 Frw		EPULMDO Members contribution s	
	TOTAL ANNUAL BUDGET (FRW)			37,300,000fr			






Rwanda Governance Board
Ikigo cy'Igihugu Gishinzwe Imiyoborere
Office Rwandais de la Gouvernance



TEMPORARY CERTIFICATE No. 149./NGO/RGB/2014

This is to certify that EASTERN PROVINCE UNSKILLED LABOUR MANPOWER DEVELOPMENT ORGANIZATION, EPULMDO is a National Non-Governmental Organization. It has been provisionally allowed to operate in Rwanda while proceeding the application for legal personality. The validity of this temporary certificate ends on 15/04/2015.

Kigali, 16/04/ 2014


For Professor SHYAKA Anastase
Chief Executive Officer

