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፱ኛ ዓመት ቁጥር 12
9th year No. 12



Finfinnee, Waxabajjii 15/1993
ፌንፌኔ ሰኔ 15 ቀን 1993
Finfine, June 22th 2001

MAGALATA OROMIYAA

መ ገ ለ ተ አ ሮ ሚ ያ

M E G E L E T A O R O M I A

Gatiin Tokkoo 6.80	Too'annaa Caffee Mootummaa Naannoo Oromiyaatiin Kan Bahe በኦሮሚያ ክልላዊ መንግሥት ም/ቤት ጠባቂነት የወጣ	Lakk. S. Poostaa 101769
የገዢው ዋጋ "		የፖ.ሣ.ቁጥር "
Unit Price "		P.O.Box "

QABEENTAA Labsii Lakk.61/1994 labsii hojjettoota mootummaa naannoo oromiyaa fuula 1	ማውጫ አዋጅ ቁጥር ፳፩/፲፱፻፺፬ “የኦሮሚያ ክልል የመንግሥት ሠራተኞች” አዋጅ ፲፳ ፩	CONTENT proclamation No. 61/2002 oromia Civil servants proclamation Page 1
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LABSII HOJJETTOOTA MOOTUMMAA NAANNOO OROMIYAA Sadarkaa guddinaa biyyattiin irra geessee fi caaseffama mootummaa naa- nnichaa wajjin seera bulchiinsa hojje- toota mootummaa wal-sime baasuun waan barbaachiseef; Siviil Serviisiin naannichaa saffisaa, kan of danda'e, bu'aa qabeessa, itti fufiinsaa fi raawwii hojii ifa ta'e kan qabuu fi gargaaraa misoomaa akka ta'uuf bulchiinsa humna namaa fooyye- ssuun barbaachisaa ta'ee waan argame- ef; Mootummaan ogeessota gahumsa qabanii fi fedha ummata tajaajilamuu guutuuf fedha qaban ofitti hawwachuu fi hojiirra tursiisuuf sirni dandeessisu akka jiraatu taasisuun waan barbaachi- saa ta'ee argameef;	የኦሮሚያ ክልል የመንግሥት ሠራተኞች አዋጅ አገሪቱ ከደረሰችበት የእድገት ደረጃ እና ከክልሉ የመንግሥት አወቃቀር ጋር የተጣጣመ የክልሉ የመንግሥት ሠራተ- ኞች የሚተዳደሩበት ሕግ ማውጣት በማስ- ፈለጉ፤ የክልሉ ሲቪል ሰርቪስ ቀልጣፋ፤ ገለልተኛ፤ ውጤታማ፤ ቀጣይነት እና የአሠራር ግልፅነት ያለውና የልማት አጋዥ እንዲሆን የሰው ኃይል አስተዳደሩን ማሻሻል ተገቢ ሆኖ በመገኘቱ፤ መንግሥት ብቃት ያላቸውንና የተገል- ጋዩን ሕዝብ ፍላጎት ለማርካት ዝንባሌ ያላቸው ባለሙያዎችን ለመሰብና በሥራ ላይ ለማቆየት የሚያስችለው ሥርዓት እንዲኖር ማድረግ አስፈላጊ በመሆኑ፤	Oromia Civil Servants Proclamation WHEREAS, it has become neces- sary to promulgate a law on the ad- ministration of Civil Servants com- patible with the progress of the regional Government structure; WHEREAS, it is appropriate to undertake human resource mana- gement reform to make the regional state civil service efficient, neutral, effective, sustainable, transparent and development oriented; WHEREAS, it is necessary for the Government to establish a system that may attract and retain competent professionals dedicated to serve the public;
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Hojjetoonni mootummaa haala wabii hojii argachuu itti danda'anii fi haalawwan hojii seeraan isaaniif eegamuu qaban akkasumas dirqamoota ba'uu qaban ifaan tumuun waan barbaachiseef;

Qaxarri, guddinni sadarkaa, jijjiirraan, daballi miindaa fi raawwiin leenjii sadarkaa barnoota hojjetaa, dandeettii hojii, ogummaa, muuxannoo fi raawwii qofa irratti kan hundaa'e ta'uusaa mirkaneessuun barbaachisaa ta'ee waan argameef,

Kaffaltiin miindaa sirna ramaddii hojii irratti kan hundaa'e akka ta'u taasisuudhaan qajeelcha hojii wal-qixaaf kaffaltii wal-qixa jedhu eegisisuun akka jiraatu waan itti amanameef,

Hojjetoonni mootummaa sirna murtii seera qabeessa itti argatan diriirsuun barbaachisaa ta'ee waan argameef,

Heera Mootummaa Naannoo Oromiyaa keewwata 49(3)(a) irratti hundaa'u dhaan kan kanatti aanu labsameera.

Kutaa Tokko

Walii Gala

1) Mata duree Gabaabaa

Labsiin kun "Labsii Hojjetoota Mootummaa Naannoo Oromiyaa lakkoofsa 61/1994" jedhamee wamamuu ni danda'a.

2) Hiika

Akkaataan jechichaa hiika biraa kan kennisiisuuf yoo ta'e malee labsii kana keessatti:

1) "Hojjetaa mootummaa" jechuun nama Mana hojii Mootummaa keessatti dhaabbataan yokaan yeroodhaaf qaxaramee hojjetuu dha. Haa ta'u malee kanneen kanatti aanan hin dabalatu.

(a) itti aanota Hogganaa biiroo, itti aanota komishinarootaa akkasumas abbaa taayitaalee sadarkaa wal-fakkaatuu fi isaa ol ta'an.

(b) miseensota bakka bu'oota ummataa, Mana Maree Aanaa fi gandaa haala filatamummaa isaanii walqabatee;

(c) miseensota mana maree bulchiinsaa sadarkaa adda addaa irratti argaman;

(d) abbootii seeraa fi abbootii alangoota Naannoo Oromiyaa;

(e) miseensota poolisii, Bulchiinsa mana sirreessaa fi komishinii poolisii;

(f) hojjetoota seera biraatiin akka labsii kanaan hin hammatamne taasifaman.

የመንግሥት ሠራተኞች የሥራ ዋስትና ስለሚያገኙበትና ስለሚጠበቁላቸው ተገቢ የሥራ ሁኔታዎች እንዲሁም መወጣት ስለሚችሉት ግዴታዎች በግልፅ መደንገግ በማስፈለግ፤

የቅጥር፣ የደረጃ እድገት፣ የዝውውር፣ የደመወዝ ጭማሪና የሥልጠና አፈጻጸም በሠራተኛው የትምህርት ደረጃ፣ የሥራ ችሎታ፣ ሙያ፣ ልምድና የሥራ አፈጻጸም ላይ ብቻ የተመሠረተ መሆኑን ማረጋገጥ ተገቢ ሆኖ በመገኘቱ፤

የደመወዝ ክፍያ በሥራ ምደባ ሥርዓት ላይ የተመሠረተ እንዲሆን በማድረግ ለእኩል ሥራ እኩል ክፍያ የሚለውን መርህ ማስጠበቅ እንደሚገባ በመታመኑ፤

የመንግሥት ሠራተኞች ተገቢ ዳኝነት የሚያገኙበትን ሥርዓት መዘርጋት አስፈላጊ ሆኖ በመገኘቱ፤

በኦሮሚያ ክልላዊ መንግሥት ሕገ መንግሥት አንቀጽ ፵፬/፫/ |ሀ/ መሠረት ከዚህ የሚከተለው ታውጇል።

ክፍል አንድ

ጠቅላላ

፩. አጭር ርዕስ

ይህ አዋጅ "የኦሮሚያ መንግሥት ሠራተኞች አዋጅ ቁጥር ፳፩/፲፱፻፺፬ ዓ.ም።" ተብሎ ሊጠቀስ ይችላል።

፪. ትርጓሜ

የቃሉ አገባብ ሌላ ትርጉም የሚያሰጠው ካልሆነ በስተቀር በዚህ አዋጅ ውስጥ

፩. "የመንግሥት ሠራተኛ" ማለት በመንግሥት መ/ቤት ውስጥ በቋሚነት ወይም በጊዜ ያዊነት ተቀጥሮ የሚሠራ ሰው ነው። ሆኖም የሚከተሉትን አይጨምርም።

ሀ) ምክትል የቢሮ ኃላፊዎችን፣ ምክትል ኮሚሽነሮችን እንዲሁም በተመሳሳይ ደረጃ እና ከዛ በላይ የሆኑ ባለ ሥልጣናትን፤

ለ) በሕዝብ የተመረጡ የጨፌ ኦሮሚያ አባላትን፣ የወረዳ እና የቀበሌ ሸንጎ አባሎች ከተመረጡበት ሁኔታ ጋር በተያያዘ፤

ሐ) በተለያዩ የሥልጣን ደረጃ ላይ የሚገኙትን የምክር ቤት አባሎችን፤

መ) የክልሉ ዳኞችን እና አቃቤያን ሕግን፤

ሠ) የክልሉ የወህኒ ቤቶች አስተዳደር እና የፖሊስ ኮሚሽን አባላትን፤

ረ) አግባብ ባለው ሌላ ሕግ በዚህ አዋጅ እንዳይሸፈኑ የተደረጉ ሠራተኞችን፤

WHEREAS, it is necessary to legislate clear provisions which guarantee job security and fair conditions of service to Civil Servants and define their obligations;

WHEREAS, it is appropriate to ensure that appointment, promotion, transfer, salary increment and training is based only on the educational qualification, ability, profession, experience and performance of the Civil Servants;

WHEREAS, it is believed proper to base remuneration on position classification and grading and thereby ensure the principle of equal pay for equal work;

WHEREAS, it is necessary to establish procedures for the adjudication of cases of Civil Servants;

NOW, THEREFORE, In accordance with article 49(3)(a) of the constitution of the Oromia Regional State, it is hereby proclaimed as follows.

PART ONE

General

1. Short Title

This Proclamation may be cited as the "Oromia Regional State Civil Servants Proclamation No. 61/2002"

2. Definitions

In this proclamation unless the context requires otherwise:

1) "Civil Servant" means a person employed permanently or temporarily by a government office; provided, however, that it shall not include the following;

(a) regional state officials with the rank of deputy head of bureaus, deputy commissioners and with other equivalent ranks or above;

(b) members of the 'caffee' Oromia, members of the council of Woreda and Kebele in accordance with their representation;

(c) members of Council of Regional Government with different ranks;

(d) regional state judges and prosecutors;

(e) members of prisons administration and members of police commission of the Region;

(f) employees excluded from the coverage of this proclamation by other appropriate laws.

- 2) “Mana hojii mootummaa” jechuun of danda’ee labsiidhaan yookaan danbiidhaan kan hundeeffamee fi guutumaa guutuutti yookaan gar-tokkoon baajata mootummaan ramadamuun kan bulu mana hojii mootummaa naannoo Oromiyaa jechuu dha.
 - 3) “Gita hojii” jechuun walitti qabama hojiilee wal qunnamtii kan yeroo guutuun hojjetaa mootummaa tokkoon akka raawwatamanu karoofaman jechuudha.
 - 4) “Guddina sadarkaa” jechuun hojjetaa mootummaa sadarkaa hojii inni qabate irraa gara sadarkaa hojii ol-aanutti guddisuu jechuu dha.
 - 5) “Komishinii yookaan komishinara” jechuun akkuma duraa duuba isaatti koomishiinii siviil sarviisii mootummaa Naannoo Oromiyaa yookiin komishinara jechuudha.
 - 6) “Itti gaafatamaa ol-aanaa” jechuun mana hojii mootummaa ol’aantummaan kan gaggeessu yookaan itti aanaa isaa jechuu dha.
 - 7) “Ragaa yaalaa” jechuun waraqaa ragaa waa’ee fayyaa hojjetaa mootummaa ilaalchisee dh-aabbata yaalaa kan hayyamni isaa abbaa taayitaa Sirnummaa qabuun kennameef irraa kan kennamu jechuudha.
 - 8) “Mindaa” jechuun kaffaltii ka’umsaa hojii tokkoof murtaa’ee fi dabala yeroo yerootti kennamu jechuu dha.
- KUTAA LAMA**
Ramaddii Hojii, Iskeelii Mindaa fi Kaffaltii Durgoo
- 3) *Ramaddii Hojiilee*
 - 1) Gitni hojii tokko haala akaakuu tajaajilichaa hojii, ogummaa ykn damee hojii, ulfinaa fi wal-xaxummaa hojichaa, itti gaafatamummaa qabuun, qixa barumsaa, muuxannoo, beekumsaa fi dandeettii gaafatuun madaalamee kutaa fi sadarkaa hojiitiin ramadama.
 - 2) Gitni hojii tokko kan irra deebi’amee ramadamu:
 - (a) ramaddiin duraa dogoggora ta’ee argame;
 - (b) ramaddicha jijjiiruudhaaaf ragaan haaraayaan gahaa ta’ee fi kan kanaan dura ibsamin yoo dhihaate, yookiin.
 - (c) sababii fooyya’insa caasaa waajjirichaatiin yookaan jijjiirama haala hojiitiin gitii fi itti gaafatamummaan gita hojichaa yoo jijjiirameedha.

- ፪. “የመንግሥት መሥሪያ ቤት” ማለት ራሱን ችሎ በአዋጅ ወይም በደንብ የተቋቋመና ሙሉ በሙሉ ወይም በከፊል ከመንግሥት በሚመደብለት በጀት የሚተዳደር የኦሮሚያ ክልላዊ መንግሥት መሥሪያ ቤት ነው።
- ፫. “የሥራ መደብ” ማለት በአንድ የመንግሥት ሠራተኛ ሙሉ የሥራ ጊዜ እንዲከናወን የታቀዱ ዝምድና ያላቸው ተግባሮች ስብስብ ነው።
- ፬. “የደረጃ ዕድገት” ማለት የመንግሥት ሠራተኛን ከያዘው የሥራ ደረጃ ከፍ ወዳለ የሥራ ደረጃ ማሳደግ ነው።
- ፭. “ኮሚሽን” ወይም “ኮሚሽነር” ማለት እንደቅደም ተከተሉ የኦሮሚያ ክልላዊ መንግሥት ሲቪል ሰርቪስ ኮሚሽን ወይም ኮሚሽነር ማለት ነው።
- ፮. “የበላይ ኃላፊ” ማለት የመንግሥትን መሥሪያ ቤት በበላይነት የሚመራ ወይም ምክትሉ ነው።
- ፯. “የሕክምና ማስረጃ” ማለት አግባብ ባለው ባለሥልጣን ፈቃድ ከተሰጠው የሕክምና ተቋም ስለመንግሥት ሠራተኛ የጤና ሁኔታ የሚሰጥ የሕክምና ምስክር ወረቀት ነው።
- ፰. “ደመወዝ” ማለት ለአንድ የሥራ መደብ የተወሰነ መነሻ ክፍያና በየጊዜው የሚሰጥ ጭማሪ ነው።

ክፍል ሁለት

የሥራ ምደባ የደመወዝ እስኬልና

የአበል ክፍያ

፫. የሥራዎች አመዳደብ

- ፩. አንድ የሥራ መደብ ከአገልግሎቱ ዓይነት ተግባር፣ ከሙያው ወይም ከሥራው ዘርፍ፣ ከሥራው ከባድነትና ውስብስብነት፣ ካለበት ኃላፊነቶች ከሚጠይቀው ትምህርት፣ ልምድ፣ ዕውቀት፣ ችሎታና ክህሎት አንፃር እየተመዘነ በክፍለሥራና በደረጃ ይመደባል።
- ፪. አንድ የሥራ መደብ
 - ሀ) የመጀመሪያው ምደባ ስህተት ሆኖ ሲገኝ
 - ለ) ምደባውን ለመለወጥ በቂ የሆነና ቀደም ሲል የተገለፀ አዲስ መረጃ ሲቀርብ ወይም
 - ሐ) በመሥሪያ ቤቱ አቋም መሻሻል ወይም በአሠራር ለውጥ ምክንያት የሥራ መደቡ ተግባርና ኃላፊነት ሲለወጥ እንደገና ይመደባል።

- 2) “Government Office” means any Oromia Regional Government office established as an autonomous institution by a proclamation or regulations and fully or partially financed by government budget.
- 3) “Position” means a set of related tasks intended to be performed, full time by a civil servant.
- 4) “Promotion” means assigning a civil servant to a higher grade.
- 5) “Commission or commissioner” means the Regional State Civil Service Commission or Commissioner, respectively.
- 6) “Head of a Government office” means a government official who directs the office and includes his deputy.
- 7) “Medical Certificate” means a certificate on the health condition of a civil servant issued by a medical institution licensed by the appropriate authority.
- 8) “Salary” means base pay and periodical increments authorized for a grade of a position.

PART TWO

Position Classification, Salary Scale and Allowances

3. Classification of Position

- 1) A position shall be classified to a class of positions and grade on the basis of the type of service, function, profession or occupation, difficulty and complexity of duty, extent of responsibilities and requisite education, experience, knowledge, ability and skill.
- 2) Reclassification of a position shall be carried out where:
 - (a) the Original classification has been found to be in error;
 - (b) new information not previously brought to light justifies a different classification; or
 - (c) the duties and responsibilities of the position have so changes as a result of changes in the structure and systems of the organization.

- 3) Gitni hojii jojjetaan qabame akkaata keewwata kana keewwata xinnaa /2/ tti yoo irra deebi' amee ramadame;
- (a) sadarkaan isaa yoo ka'ee ramadamee fi hojjeetichi dandeettiiwwan barbaadaman kan guutu yoo ta'e guddinni sadarkichaa ni kennamaaf.
- (b) sadarkaa gad-aanutti yoo ramadame yookaan sadarkaa ol'aanutti ramadamee hojjetichi dandeettii barbaadaman kan hin guutne yoo ta'e tumamni labsii kanaa keewwata 24 keewwata xiqqaa /7/ raawwatamaa ta'a.
- 4) Gitni hojii hin ramadamiin irratti hojjetaa qaxaruun, guddisuun, jijjiiruun yookiin sadarkaa irraa gad-buusanii ramaduun hin hayyamamu.
- 4) *Aangoo fi Hojii Komshiinichaa fi Manneen Hojii Mootummaa*
- 1) *Komishiinichi;*
- (a) gita, kutaalee hojiilee fi sadarkaalee gitoota hojii manneen hojii mootummaatti argamanitti ramadaman akkasumas dandeettii barbaadaman kan gitaa fi kutaalee tokko tokkoof gaafataman ni murteessa,
- (b) tokkoon tokkoon kutaa hojiitiif ibsa kutaa hojiini qopheessa,
- (c) gurmaa'insa manneen hojii mootummaa fi akka keewwata kana keewwata xiqqaa 2/b/ tti gaaffii ramaddii hojii dhihaatu bu'uureeffachuudhaan gitoota hojii, haala kutaa hojii sadarkaadhaan ni ramada, hojii irra oluu isaas ni to'ata.
- (d) ramaddii gitoota hojii irratti yaadaa fi komii manneen hojii mootummaa fi hojjetoota mootummaatiin dhihaatan qoratee ni murteessa,
- (e) qajeelfama ramaddii gitoota hojii ni baasa.
- 2) *Manneen Hojii Mootummaa Kam Iyyuu;*
- (a) gurmaa'insa qoratee komishinichaaf dhiheessee ni hayyamsiisa;
- (b) caasicha bu'uura taasifachuudhaanii fi uunka hojichaa kanaaf qophaa'e irratti hojii fi itti gaafatamummaa gita hojii tokko tokkoon akaakuudhaan guutuudhaan komishiiniichaaf dhiheessee ni ramachiisa;

- ፫. በሠራተኛ የተያዘ የሥራ መደብ በዚህ አንቀጽ ንዑስ አንቀጽ /፪/ መሠረት እንደገና ሲመደብ
- ሀ) ከፍ ባለ ደረጃ ከተመደበ ሠራተኛው የሚጠይቀውን ተፈላጊ ችሎታ የሚያሟላ ከሆነ የደረጁ እድገቱ ይሰጠዋል።
- ለ) ዝቅ ባለ ደረጃ ከተመደበ ወይም ከፍ ባለ ደረጃ ተመደቦ ሠራተኛው የሚጠይቀውን ተፈላጊ ችሎታ የማያሟላ ከሆነ የዚህ አዋጅ አንቀጽ ፳፬ ንዑስ አንቀጽ /፯/ ድንጋጌ ተፈጻሚ ይሆናል።
- ፬. ባልተመደበ የሥራ መደብ ላይ ሠራተኛ መቅጠር፣ ማሳደግ፣ ማዛወር፣ ወይም ከደረጃ ዝቅ አድርጎ መመደብ አይፈቀድም።
- ፭. የኮሚሽኑና የመንግሥት መሥሪያ ቤቶች ሥልጣንና ተግባር
- ፩. ኮሚሽኑ፡
- ሀ) በመንግሥት መሥሪያ ቤቶች የሚገኙ የሥራ መደቦች የሚመደቡባቸውን ክፍለ ሥራዎችና ደረጃዎች እንዲሁም ለእያንዳንዱ ክፍለ ሥራ የሚጠየቀውን ተፈላጊ ችሎታ ይወስናል፤
- ለ) ለእያንዳንዱ ክፍለ ሥራ የክፍለ ሥራ መግለጫ ያዘጋጃል፤
- ሐ) የመንግሥት መሥሪያ ቤቶችን አደረጃጀትና በዚህ አንቀጽ ንዑስ አንቀጽ /፪/ ለ/ የሚቀርብ ለትን የሥራ ምደባ መጠይቅ መሠረት በማድረግ የሥራ መደቦችን በክፍለ ሥራና በደረጃ ይመድባል፤ ተግባራዊነቱንም ይቆጣጠራል፤
- መ) በሥራ መደቦች አመዳደብ ላይ በመንግሥት መሥሪያ ቤቶችና በመንግሥት ሠራተኞች የሚቀርቡ አስተያየቶችን እና ቅሬታዎችን መርምሮ ይወስናል፤
- ሠ) የሥራ መደቦች አመዳደብ መመሪያ ያወጣል።
- ፪. ማንኛውም የመንግሥት መሥሪያ ቤት፡
- ሀ) አደረጃጀቱን አጥንቶ ለኮሚሽኑ አቅርቦ ያስፈቅዳል።
- ለ) መዋቅሩን መሠረት በማድረግና ለዚሁ ተግባር በተዘጋጀው ቅጽ ላይ የእያንዳንዱን የሥራ መደብ ተግባርና ኃላፊነት በዝርዝር በመመላት ለኮሚሽኑ አቅርቦ ያስመድባል፤

- 3) When a position already occupied by a civil servant is reclassified pursuant to Sub-Article (2) of this Article:
- (a) to a higher grade, civil servant occupying the position shall be promoted to the higher grade if he meets the qualification requirements thereof,
- (b) to a lower grade or if the civil servant occupying the position does not meet the qualification requirement when reclassified to a higher grade, the provision of Sub-Article (7) of Article 24 shall apply.
- 4) No appointment, promotion, transfer or demotion shall be made to any position which has not been classified.
4. *Powers and Duties of the Commission and Government offices*
- 1) The Commission shall;
- (a) determine the classes of positions and grades to which all positions in government offices shall be distributed as well as the qualification requirements for each class of positions;
- (b) prepare class specification for each class of positions;
- (c) classify positions to classes of positions and grades on the basis of organizational set up of government offices and job specifications submitted to it in accordance with Sub-Article (2)(b) of this Article and supervise the implementation of same;
- (d) examine and decide on comments and complaints forwarded by government offices and civil servants on classification of position;
- (e) issue directives on classification of positions.
- 2) Every Government office;
- (a) shall prepare its organizational set up and submit same to the commission for approval;
- (b) shall, on the basis of its organizational set up, fill in detail the tasks and responsibilities of each position in the form designed for such purpose and submit to the commission for classification;

- (c) ramaddiin komishiinichaan kenname hojii irra akka oolu otuu hin ta'in dura yaada isaa kennuu ni danda'a;
- (d) ramaddiin inni dhumaa komishinichaan kenname sirriitti hojii irra akka oolu ni taasisa.
- 5) *waa'ee Iskeelii Miindaa*
- 1) Komishiinichi iskeelota mindaa hojjetoota mootummaatiif tajaajilan qoratee murteef Mana Maree Bulchiinsa Mootummaa Naannoo Oromiyaatiif ni dhiheessa, yoo heyyamame raawwannaa isaa ni too'ata.
 - 2) Iskeeliin miindichaa sadarkoota miindaa ka'umsaa fi fiixee sadarkaa hojii tokko tokkoof akkasumas dabala miindaa yeroo yerootti taasifamu mul'isu ni qabaata.
 - 3) Koomishinichi qorannoo fooyya'insa iskeelii miindaa jijjiraalee diinagdee fi haalawwan biroo yeroo yerootti uumaman xiinxaluudhaan yoo baa'ee ture waggaa shan shaniin Mana Maree Bulchiinsa Mootummaatti ni dhiheessa.
- 6) *Waa'ee Hojii Wal-qixaaf Mindaa wal-qixa Kaffaluu*
- Gitootni hojii gatii wal-qixa qaban mindaa ka'umsaa wal-qixa ni qabaatu
- 7) *Kaffaltii Mindaa*
- Manni hojii mootummaa kam iyyuu dhuma ji'aatti hojjetoota isaatiif yookaan bakka bu'oota seera qabeeyyii isaatiif kaffaltii mindaa ni raawwata.
- 8) *Dabala Miindaa*
- 1) Daballi mindaa hojjetoota mootummaa kan raawwatu yeroo manni maree Bulchiinsa mootummaa murteessuun ta'a.
 - 2) Hojjetoota mootummaa qabxii raawwannaa hojii quubsaa, ol'aanaa yookaan isaa ol argataniif akkaatuma qabxii raawwannaa hojii isaaniitti dabala mindaa hangaan garaagarummaa qabu akka argatan ni taasifama.
 - 3) Tumaan keewwata kana keewwata xiqqaa 1/ hojjetaa mootummaa qabxii raawwannaa hojii quubsaa hin argatneef raawwatamaa hin ta'u.
- 9) *Waa'ee Mindaa Qabuu fi Kutuu*
- 1) Mindaa hojjetaa mootummaa kam iyyuu akkaataa:
 - (a) walii-galtee hojjetichaat-in,
 - (b) ajaja mana murtiitiin yookiin
 - (c) seera tumameen yoo ta'e malee qabuun yookaan kutuun hin danda'amu.
 - 2) Akkaataa keewwata kana keewwata xiqqaa 1 (b) yookiin (c) titi, mindaa hojjetichaa ji'aan kan citi mindaa isaa ji'aa keessaa harka sadii keessaa harka tokko hin caalu.

- (ሐ) በኮሚሽኑ የተሰጠው ምደባ በሥራ ላይ እንዲውል ከመደረጉ በፊት አስተያየትን ሊሰጥ ይችላል፤
- (መ) በኮሚሽኑ የተሰጠው የመጨረሻ ምደባ በትክክል ሥራ ላይ እንዲውል ያደርጋል።
- ፩. ስለደመወዝ እስኬል
- ፩. ኮሚሽኑ ለመንግሥት ሠራተኞች የሚያገለግሉ የደመወዝ እስኬሎችን አጥንቶ ለአሮሚያ ምክር ቤት ውሳኔ ያቀርባል። ሲፈቀድም አፈጻጸሙን ይቆጣጠራል።
- ፪. የደመወዝ እስኬሎም ለእያንዳንዱ የሥራ ደረጃ መንሻና መድረሻ ደመወዝ እንዲሁም በየጊዜው የሚደረገውን የደመወዝ ጭማሪ የሚያመለክቱ እርከኖች ይኖሩታል።
- ፫. ኮሚሽኑ በየጊዜው የሚከሰቱ የኢኮኖሚ ለውጦችንና ሌሎች ሁኔታዎችን ያገናዘበ የደመወዝ እስኬል ማሻሻያ ጥናት እያካሄደ እጅግ በዘገይ በየአምስት ዓመቱ ለአሮሚያ ምክር ቤት ያቀርባል።
- ፬. ለእኩል ሥራ እኩል ደመወዝ ስለመከፈል
- እኩል ዋጋ ያላቸው የሥራ መደቦች እኩል መንሻ ደመወዝ ይኖራቸዋል።
- ፭. የደመወዝ ክፍያ
- ማንኛውም የመንግሥት መሥሪያ ቤት በየወሩ መጨረሻ ለሠራተኞች ወይም ለሕጋዊ ወኪሎቻቸው የደመወዝ ክፍያ ይፈጽማል።
- ፮. ስለደመወዝ ጭማሪ
- ፩. የመንግሥት ሠራተኞች የደመወዝ ጭማሪ በአሮሚያ ምክር ቤት በሚወሰነው ጊዜ መሠረት የሚፈጸም ይሆናል።
- ፪. አጥጋቢ ከፍተኛ ወይም ከዚያ በላይ የሆነ የሥራ አፈጻጸም ውጤት ላገኘ የመንግሥት ሠራተኞች እንደ ሥራ አፈጻጸም ውጤታቸው መጠኑ የተለያየ የደመወዝ ጭማሪ እንዲያገኙ ይደረጋል።
- ፫. የዚህ አንቀጽ ንዑስ አንቀጽ ፩/ ድንጋጌ አጥጋቢ የሥራ አፈጻጸም ውጤት ላላገኘ የመንግሥት ሠራተኛ ተፈጻሚ አይሆንም።
- ፬. የደመወዝ ክፍያን ስለመያዝና ስለመቀረጥ
- ፩. የማንኛውም የመንግሥት ሠራተኛ ደመወዝ፤
- ሀ) በሠራተኛው ስምምነት፤
 - ለ) በፍርድ ቤት ትዕዛዝ ወይም
 - ሐ) በሕግ በተደነገገው መሠረት ካልሆነ በስተቀር ሊያዝ ወይም ሊቆረጥ አይችልም።
- ፪. በዚህ አንቀጽ ንዑስ አንቀጽ 1/ ለ/ወይም /ሐ/ መሠረት ከሠራተኛ ደመወዝ በየወሩ የሚቆረጠው ከደመወዙ አንድ ሦስተኛ አይበልጥም።

- (c) may forward its comments to the Commission on the classification of a position prior to its implementation;
- (d) shall ensure that the final classification of a position is properly implemented.
5. *Salary Scale*
- 1) The Commission shall undertake studies on salary scales to be applicable to civil servants and submit same to the council of State government for approval; and supervise their proper implementation upon approval.
 - 2) A salary scale shall contain the base and maximum pay and steps indication periodical increments for each grade;
 - 3) The Commission shall undertake periodical revisions of salary scales based on economic changes and other relevant conditions and submit same to the Council of Regional government at least once every five years.
6. *Equal Pay for Equal Work*
- All positions of equal value shall have equal base salary.
7. *Payment of Salary*
- Any Government office, shall, at the end of every month, make payments of salary to civil servants or their legal representatives.
8. *Increment of Salary*
- 1) Civil Servants may be entitled to periodical salary increments as may be determined by the council of Regional government.
 - 2) The salary increments to be made to civil servants with satisfactory, above satisfactory and outstanding performances shall vary accordingly.
 - 3) The provisions of Sub-Article (1) of this Article shall not be applicable to a civil servants whose performance is unsatisfactory.
9. *Attachment and Deduction of Salary*
- 1) The Salary of a civil servant may not be attached or deducted except in accordance with:
 - (a) the consent of the civil servants,
 - (b) court order, or
 - (c) the provisions of the law.
 - 2) Monthly deductions from the salary of a civil servant to be made pursuant to Sub-Article 1(b) or (c) of this Article shall not exceed one third of his salary.

- 10) *Waa'ee Durgoolee Adda Addaa*
 1) Durgoon kamiyyuu kan kaffalamu hojii mootummichaa raawwachuuf barbaachisaa ta'ee yoo argamee dha.
 2) Komishinichi kaffaltii durgoolee adda addaa qorachuudhaan murteef Mana Maree Bulchiinsa mootummaa Naannoo Oromiyaatiif ni dhiheessa, yoo eeyyamame raawwannaa isaa ni to'ata.

KUTAA SADII

Waa'ee Bobbaa Hojjetoota fi Raawwannaa Hojii Boqnaa Tokko
Waa'ee Hojjetaa Filuu fi Qaxaruu

- 11) *Haalawwan Hojjetaa Mootummaa Ta'anii Qaxaramuu hin Dandeessifne*

- 1) Kan armaan gadi jiran hojjetaa mootummaa ta'anii qaxaramuu hin danda'an;
 (a) umuriin isaa waggaa kudha saddeetii gadi kan ta'e.
 (b) akkaataa seeraatti yoo haqameef malee, hojjetaa mootummaa ta'ee, yakka haala hojii wajjin wal-qabate raawwate yookiin haala biraa kamiinuu yakka amantii hirisuu, yookiin dogongorsuu raawwatee mana murtii taayitaa qabuun kan itti murtaa'e,
 (c) tumaan keewwata kana keewwata xiqqaa 1(b) jalatti ibsame akkuma eegametti ta'ee, hojjetaa mootummaa sababii hanqina naam-uusaatiin hojii irraa gaggeeffame guyyaa gaggeeffame irraa eegalee waggaa lama otuu hin guutin dura.
 2) Tumaan keewwata kana keewwata xiqqaa 1(a) jalatti ibsame jiraatus dargaggoota umuriin isaanii waggaa kudha afuriinol ta'anii fi waggaa kudha saddeet hin guutin haala itti qaxaramanii fi haalawwan hojii isaanii ilaalchisee komishinichi qajeelfama baasuu ni danda'a.

- 12) *Waa'ee Qaxara Lammii Biyya Alaa*
 Namni lammummaan isaa Itoophiyaa hin ta'in hojjetaa mootummaa dhaabbataa ta'ee qaxaramuu hin danda'u.

- 13) *Waa'ee Gitoota Hojii Duwwaa Hojjetaan Qabsiisuu*

- 1) Hojjetoota hojii barbaadanis ta'ee hojjetoota mootummaa gidduutti garaagarummaa sabaa fi sab-lammii, amantii, ilaalcha siyaasaa fi haala biraa taasisuun kan dhorkameedha.
 2) Gita hojii duwwaa irratti hojjetaan kan ramadamu dandeettiwan hijjihaatiif barbaadaman kan guutu yoo ta'ee fi dorgomtoota biroo wajjin dorgomee yoo caalee argame qofaa dha.

I. ስለልዩ ልዩ አበሎች

- ፩. ማንኛውም አበል የሚከፈለው የመንግሥትን ሥራ ለማከናወን አስፈላጊ ሆኖ ሲገኝ ነው።
 ፪. ኮሚሽኑ የልዩ ልዩ አበሎችን ክፍያ እያጠና ለኦሮሚያ ምክር ቤት ውሳኔ ያቀርባል፤ ሲፈቀድም አፈፃፀሙን ይቆጣጠራል።

ክፍል ሦስት**ስለ ሠራተኞች ስምሪትና የሥራ አፈጻጸም****ምዕራፍ አንድ****ሠራተኛ ስለመምረጥ እና****መቅጠር****፲፩. በመንግሥት ሠራተኛነት ለመቀጠር የማያስችሉ ሁኔታዎች**

- ፩. የሚከተሉት የመንግሥት ሠራተኛ ሆነው ሊቀጠሩ አይችሉም።
 ሀ) ዕድሜው ከአሥራ ስምንት ዓመት በታች የሆነ፤
 ለ) በሕግ መሠረት ካልተሰረዘለት በስተቀር የመንግሥት ሠራተኛ ሆኖ ከሥራው ጋር በተያያዘ ሁኔታ ወንጀል ፈጽሞ ወይም በማናቸውም ሌላ ሁኔታ የእምነት ማጉደል፤ የስርቆት ወይም የማጭበርበር ወንጀል ፈጽሞ ሥልጣን ባለው ፍርድ ቤት የተፈረደበት፤
 ሐ) የዚህ አንቀጽ ንዑስ አንቀጽ ፩(ለ) ድንጋጌ እንደተጠበቀ ሆኖ በዲሲፕሊን ጉድለት ምክንያት ከሥራ የተሰናበተ የመንግሥት ሠራተኛ ከተሠናበተበት ቀን ጀምሮ ሁለት ዓመት ከመሙላቱ በፊት።
 ፪. የዚህ አንቀጽ ንዑስ አንቀጽ (፩) ሀ) ድንጋጌ ቢኖርም እድሜያቸው ከ14 ዓመት በላይ የሆናቸውና አሥራ ስምንት ዓመት ያልሞላቸው ወጣቶች ስለሚቀጠሩበት እና ስለ ሥራ ሁኔታቸው ኮሚሽኑ መመሪያ ሊያወጣ ይችላል።

፲፪. ስለ ውጪ ሀገር ዜጎች ቅጥር

ዜግነቱ ኢትዮጵያዊ ያልሆነ ሰው በቋሚ የመንግሥት ሠራተኛነት ሊቀጠር አይችልም።

፲፫. ክፍት የሥራ መደቦችን በሠራተኛ ስለማስያዝ

- ፩. በብሔረሰብ፣ በጾታ፣ በሃይማኖት፣ በፖለቲካ አመለካከትና በሌላም ሁኔታ በሥራ ፈላጊዎችም ሆነ በመንግሥት ሠራተኞች መካከል ልዩነት ማድረግ የተከለከለ ነው።
 ፪. በክፍት የሥራ መደብ ላይ ሠራተኛው የሚመደበው ለሥራ መደቡ የሚጠየቀውን ተፈላጊ ችሎታ የሚያሟላና ከሌሎች ተወዳዳሪዎች ጋር ተወዳድሮ ብልጫ ያለው ሆኖ ሲገኝ ነው።

10. Allowances

- 1) Any allowance shall be paid for the purpose of carrying out the functions of the civil service.
 2) The Commission shall undertake studies on the payment of various allowances and submit same to the Council of Regional government and upon approval, supervise their implementation.

PART THREE**Staffing and Performance Evaluation****CHAPTER ONE****Selection and Recruitment****11. Eligibility**

- 1) The following shall not be eligible to be civil servants;
 (a) a person under the age of 18 years;
 (b) a person who has been convicted by a court of competent jurisdiction of any crime committed in connection with his duties as a civil servant or breach of trust, theft or fraud, unless he has been reinstated in accordance with the law;
 (c) without prejudice to sub-Article (1)(b) of this article a civil servant who has been dismissed on grounds of disciplinary offence, before the laps of two years from the date of his dismissal.
 2) Notwithstanding sub-article (1)(a) of this article, the Commission may issue directives on circumstances in which young persons above the age of 14 and under 18 may be appointed as civil servants and on the conditions of service applicable to them.

12. Appointment of Foreigners

A person who is not an Ethiopian national may not be eligible to be a permanent civil servant.

13. Filling of Vacancies

- 1) There shall be no discrimination among job seekers or civil servants in filling vacancies because of their ethnic origin, sex, religion, political outlook or any other ground.
 2) A vacant position shall be filled only by a person who meets the qualification required for the position and scores higher than other candidates.

- 3) Tumaan keewwata kana keewwata xinnaa /1/fi /2/ akkuma eegametti ta'ee, dorgommiidhaan qabxiin dorgomtootaa wal-qixa yookiin walitti dhiyaataa yoota'e,
- (a) dubartootaa fi dhiirota yoo ta'an dubartootni dursa ni argatu,
- (b) dorgomtoota keessaa hir'ina qaamaa kan qaban yoo jiraatan dursi ni kennamaaf.

- 4) Gitoota hojii banaa hojjetaadhaan qabsiisuun kan danda'amu karoora humna namaa bu'uura taasifachuudhaan qaxaraan, guddina sadarkaatiin yookaan jijjiirraadhaan ta'a.

14. Waa'ee Beeksisa Baasuu fi Qorumsa Qaxaruuf Kennamuu

- 1) Waajjirri mootummaa kam iyyuu gita hojii duwwaa hojjetaan haaraa itti qaxaramu yoo qabaate beeksisa baasuudhaan iyyatoota affeeruu qaba.
- 2) Waa'ee beeksisa baasuu, qorumsa qopheessuu, kennuu fi qabxii isaa ibsuu ilaalchisee komishinichi qajeelfama baasuu ni danda'a.
- 3) Tumaawwaan keewwata kana keewwata xinnaa /1/fi/2/ jiraatanis waajjirri mootummaa kam iyyuu dhaabbilee barnoota olaanaa wajjin qunnamtii uumuudhaan eebbifamtoota affeeruun qaxara raawwachuu ni danda'a.

- 15. Waa'ee Ragaalee Yaalaa fi Yakka Irraa Bilisa Ta'uu Ibsuuf Dhihaattuu**
- Dorgomtoota qorumsa darban keessaa dorgomaan ol'aanaa argate filamee tajaajilaaf mijaa'aa ta'uu isaa kan mirkaneessu ragaa mana yaalaa akkasumas akka labsii kanaa keewwata 11 keewwata xiqqaa 1/b/ tti yakkoona ibsaman irraa bilisa ta'uu isaa kan mirkaneessu ragaa poolisii akka dhiheessu ni taasifama.

16. Waa'ee Hojjetaa Qaxaruu fi Kakuu Seensisuu

- 1) Kaadhimamaa filameef xalayaan qaxara yaalii kan waama gita hojichaa, sadarkaa itti ramadame, mindaa fi guyyaa hojii itti eegalu ibsu kan itti gaafatamaa ol'aanaa mana hojichaatiin yookaan itti gaafatamaa hojjetaa qaxaruuf bakka bu'iinsi kennameefiin mallattaa'ee ibsa akaakuu gita hojii inni raawwatuu wajjin ni kennamaaf.

ዐ፫. የዚህ አንቀጽ ንዑስ አንቀጽ (፩) እና (፪) ድንጋጌዎች እንደተጠበቁ ሆነው በውድድር ውጤታቸው እኩል ወይም ተቀራራቢ ሊሆኑ

ሀ) ሴት አመልካቾችና

ለ) ለአካል ጉዳተኞች ቅድሚያ ይሰጣል።

ዐ. ክፍት የሥራ መደቦችን በሠራተኛ ማስያዝ የሚቻለው የሰው ኃይል ዕቅድን መሠረት በማድረግ በቅጥር፣ በዕድገት ወይም በዝውውር ይሆናል።

፲፬. ማስታወቂያ ስለማውጣትና ለቅጥር ስለሚሰጥ ፈተና

፩. ማንኛውም የመንግሥት መሥሪያ ቤት አዲስ የመንግሥት ሠራተኛ የሚቀጠርበት ክፍት የሥራ ቦታ ሲኖረው ማስታወቂያ በማውጣት አመልካቾችን መጋበዝ አለበት።

፪. ስለ ማስታወቂያ አወጣጥ ፈተና አዘገጃጀት፣ አሰጣጥና ውጤት አገላለጽ ኮሚሽኑ መመሪያ ሊያወጣ ይችላል።

፫. የዚህ አንቀጽ ንዑስ አንቀጽ (፩) እና (፪) ድንጋጌዎች ቢኖሩም ማንኛውም የመንግሥት መሥሪያ ቤት ከከፍተኛ ትምህርት ተቋሞች ጋር ግንኙነት በመፍጠር ምሩቃንን በመጋበዝ ቅጥር መፈጸም ይችላል።

፲፭. ስለሕክምናና ከወንጀል ነፃ ስለመሆን የሚቀርቡ ማስረጃዎች

ፈተናውን ካለፉት መካከል ከፍተኛ ውጤት ያገኘው ተወዳዳሪ ተመርጦ ለአገልግሎት ተስማሚ መሆኑን የሚያረጋግጥ የሕክምና ማስረጃ እንዲሁም በዚህ አዋጅ አንቀጽ ፲፩ ንዑስ አንቀጽ (፩) (ለ) ከተጠቀሱት ወንጀሎች ነፃ መሆኑን የሚያረጋግጥ የፖሊስ ማስረጃ እንዲያቀርብ ይደረጋል።

፲፮. ሠራተኛ ስለመቅጠርና ሥላ ቃለ መሐላ

፩. የተመረጠው ዕጩ የሥራ መደቡን መጠሪያ፣ የተመደበበትን ደረጃ፣ ደመወዙንና ሥራውን የሚጀምርበትን ቀን የሚገልጽ በአሠሪው መሥሪያ ቤት የበላይ ኃላፊ ወይም ሠራተኛን ለመቅጠር ውክልና በተሰጠው የሥራ ኃላፊ የተፈረመ የሙከራ ቅጥር ደብዳቤ ከሚያከናውነው የሥራ መደብ ዝርዝር መግለጫ ጋር ይሰጠዋል።

3) Without prejudice to the provisions of Sub-articles (1) and (2) of this article, preference shall be given to;

- (a) female candidates and
- (b) candidates with disabilities having equal or close scores to that of other candidates.

4) Vacancies may be filled through recruitment, promotion or transfer on the basis of human resource planning.

14. Vacancy Announcement and Examination for Recruitment

1) Government offices shall advertise every vacant position to be filled by a new civil servant.

2) The Commission may issue directives with regard to advertising vacant positions and the preparation and conducting of examinations and disclosing the results thereof.

3) Notwithstanding sub-articles (1) and (2) of this article, every government office may solicit graduates of higher educational institutions for recruitment in cooperation with the institutions.

15. Medical Certification and Police Record

The candidate who has scored the highest mark from among the competitors and passed the examination shall submit medical certificate to prove his fitness for service and written testimony to prove that, he has no police record with regard to crimes referred to in sub-Article (1)(b) of article 11 of this proclamation.

16. Appointment and Oath of Fidelity

1. A newly appointed civil servant shall be served with a letter of probational appointment, signed by the head or any other authorized official of the government office, stating the title and grade of his position, his salary and date of commencement of his appointment, together with job descriptions of his position.

- 2) Hojjetaan mootummaa qaxarame hojii osoo hin jalqabin dura kakuu itti aanu ni seena. “Ani.....hojjetaa mootummaa ta’uu kootiin waan hundaa ol taasisee ummaticha dhugaa fi amanamummaadhaan tajaajiluuf yeroo kam iyyuu heeraa fi seerota biyyattii kabajuu fi iccitii sababii hojii kiyyaatiin beeke qaama biraa kamiif iyyuu kan hin ibsine ta’uu kiyya waadaa nan seena.”
17. *Akkaataa Murteessa Mindaa Ittiin Qaxaramanii*
Hojjetaan Mootummaa haarawa qaxaramu kam iyyuu akkaataa iskeelii mindaa Hojjettoota Mootummaatiin gita hojii irratti ramadamuuf mindaan ka’umsaa murteeffame ni kaffalamaaf; tahus garuu barbaachisaa tahee yeroo argamuu fi komishinichaan yeroo eeyyamamu iskeelii mindaa ka’umsa irraa ol-ka’e kafaluun ni danda’ama.
18. *Yeroo Yaalii*
1) Kaayyoon yeroo yaalii hojjetaan mootummaa haarawa qaxarame tokko waa’ee raawwatnaa hojii isaa hordoffii taasisaa gahumsa isaa mirkaneeffachuuf taha.
2) Yeroon yaalii hojjetichaa gita hojii irratti qaxarame irratti ji’oota jahaaf ta’a. Tahus garuu, dandeettiin isaa shakkiisaa tahee yoo argame yeroo yaalii isaa ji’oota itti aanan sadiif 3/ dheeressuun ni danda’ama.
3) Tumaawwan labsii kanaa keewwata 45 keewwata xiqqaa 2 fi 4 akka eegametti tahee, hojjetaan mootummaa yaalii irra jiru sababa dhukkubaan yookaan miidhaa hojii isaa waliin wal-qabateen hojii irraa kan hafe yoo ta’e; yeroo yaalii isaa osoo hin xumuriin hafe sanas yeroo dhukkuba yookaan miidhama isaa irraa fooyya’u irraa eegalee akka xumuru ni taasifama.
19. *Hojjetaa Mootummaa Dhaabbataa Tahuu*
1) Hojjetaan Mootummaa yeroo yaalii isaa xumure xalayaan hojjetaa dhaabbataa tahuu isaa mirkaneessu ni kennamaaf.
2) Manni hojii mootummaa kun qabxii raawwannaa hojii hojjetichaa osoo hin guutiiniif yeroon yaalii yoo dabre; itti gaafatamaa dhimmi ilaallatu irra itti gaafatamumaan jiraatu akka eegametti tahee yeroo Ji’a tokkoo keessatti qabxiin raawwannaa hojii isaa akka guutam-uuf ni taasifama. Tahus, yeroo kana keessatti qabxiin raawwannaa hojii isaa kan hin guutameef yoo tahe hojjetichi yeroo itti yaaliif qaxarame irraa eegalee hojjetaa mootummaa dhaabbataa akka ta’etti ni lakkaa’ama.

፪. የተቀጠረው የመንግሥት ሠራተኛ ሥራ ከመጀመሩ በፊት የሚከተለውን ቃለ መሐላ ይፈጽማል “እኔበመንግሥት ሠራተኛነቴ ከሁሉም በላይ አድርጌ በእውነት እና በታማኝነት ሕዝቡን ለማገልገል በማናቸውም ጊዜ ሕገ መንግሥቱንና የሀገሪቱን ሕጎች ለማክበር እና በሥራ ምክንያት ያወቅ ሁሉን ምስጢር ለሌላ ለማንኛውም ወገን ላለመግለጽ ቃል እገባለሁ።”

፲፯. ስለመቀጠሪያ ደመወዝን አወሳሰን ማንኛውም አዲስ ተቀጣሪ የመንግሥት ሠራተኛ በመንግሥት ሠራተኞች የደመወዝ ስኬል መሠረት ለሚመደብበት የሥራ መደብ የተወሰነው መነሻ ደመወዝ ይከፈለዋል። ሆኖም አስፈላጊ ሆኖ ሲገኝና በኮሚሽኑ ሲፈቀድ ከመነሻው ከፍ ያለ የእርከን ደመወዝ መክፈል ይቻላል።

፲፰. የሙከራ ጊዜ
፩. የሙከራ ጊዜ ዓላማ አዲስ የተቀጠሩ የመንግሥት ሠራተኞች ስለሥራቸው አፈፃፀም ክትትል እየተደረገ ብቃታቸውን ለማረጋገጥ ይሆናል።
፪. የሠራተኛው የሙከራ ጊዜ በተቀጠረበት የሥራ መደብ ላይ ለስድስት ወር ይሆናል። ሆኖም ችሎታው አጠራጣሪ ሆኖ ከተገኘ የሙከራ ጊዜውን ለተጨማሪ ሦስት ወር ማራዘም ይቻላል።
፫. የዚህ አዋጅ አንቀጽ ፵፭ ንዑስ አንቀጽ (፪) እና (፬) ድንጋጌዎች እንደተጠበቁ ሆነው በሙከራ ላይ ያለ የመንግሥት ሠራተኛ ከሥራ በመጣ ሕመም ወይም ጉዳት ምክንያት ከሥራ የቀረ እንደሆነ ያልጨረሰውን የሙከራ ጊዜ ከሕመሙ ወይም ከጉዳቱ ከዳነበት ጊዜ አንስቶ እንዲጨርስ ይደረጋል።

፲፱. ቋሚ የመንግሥት ሠራተኛ ስለመሆን
፩. የሙከራ ጊዜውን የጨረሰ የመንግሥት ሠራተኛ ቋሚ መሆኑን የሚያረጋግጥ ደብዳቤ ይሰጠዋል።
፪. የመንግሥት መሥሪያ ቤቱ የሠራተኛውን የሥራ አፈጻጸም ሳይሞላ የሙከራ ጊዜው ካለፈ የሚመለከተው ኃላፊ የሚኖርበት ተጠያቂነት እንደተጠበቀ ሆኖ በአንድ ወር ጊዜ ውስጥ የሥራ አፈጻጸም እንዲሞላለት ይደረጋል። ሆኖም በዚህ ጊዜ ውስጥ የሥራ አፈጻጸሙ ያልተሞላለት እንደሆነ ሠራተኛው ለሙከራ ከተቀጠረበት ጊዜ ጀምሮ ቋሚ የመንግሥት ሠራተኛ እንደሆነ ይቆጠራል።

2. The appointed civil servant shall, before commencement of his work, take the following oath of fidelity:

“I.....being a civil servant solemnly and sincerely swear that above all else faithfully serve the people, and at all times respect the constitution and the laws of the country and will not disclose to any party the secret revealed to me by reason of my duties”

17. *Determination of Starting Salary*
Any newly appointed civil servant shall be paid the base salary as fixed by the civil service salary scale for the position he has been appointed: provided, however, that payment of step salary higher than the base salary may be authorized by the Commission where it is deemed necessary.

18. *Probation*
1. The purpose of probation shall be to prove the competence of a newly appointed civil servant through follow-up of his performance.
2. The period of probation of a civil servant on the position of his appointment shall be for six months, provided, however, in doubtful cases, it may be extended for an additional period of three months.
3. Where the civil servant on probation is absent from his work due to employment injury and without prejudice to the provisions of Sub-Article (2) and (4) of Article 45 of this Proclamation, he shall be allowed to complete the remaining probation period following the date of his recovery.

19. *Permanent Appointment*
1. A letter of permanent appointment shall be issued to a civil servant who has completed his probation.
2. Where the government office failed to evaluate the performance of the civil servant, before the expiry date of the probation period and without prejudice to the responsibility of the official concerned, the performance evaluation shall be carried out within one month following the probation period; provided, however, that if the government office further fails to carry out the evaluation, the civil servant shall be deemed permanently appointed as of the date of his initial appointment.

20. *Hojjetaa Yeroo Qaxaruu*

- 1) Tumaan keewwata kanaa keewwata xiqqaa /2/ akka eegametti tahee, manni hojii mootummaa kamiyyuu hojjetaa yeroo qaxaruu kan danda'u hojii amala itti fufiinsaa hin qabne irratti dha. Tahus, yoo haalawwan dirqisiisaan uumaman gita hojii dhaabbataa irratti hojjetaa yeroo qaxaruun ni danda'ama.
- 2) Manni hojii mootummaa tokko gita hojii banaa ogeessa ol-aanaa gaafatu kamirrattuu guddina sadarkaatiinis tahee qaxaraan ogeessa lammii Itoophiyaa tahe argachuu kan hin dandeenye ta'uu yeroo mirkaneeffatu duraan dursee koomishinicha eeyyamsiisuudhaan lammii biyya alaa yeroof qaxaruu ni danda'a.
- 3) Tumaawwan keewwata kanaa akka eegamanitti tahee, haala qaxara hojjetaa yeroo ilaalchisee koomishinichi qajeelfama baasuu ni danda'a.

Boqonnaalama

Waa'ee Guddina Sadarkaa

21. *Kaayyoo Guddina Sadarkaa*

Guddinni sadarkaa kan kennamu bu'aa hojii mana hojichaa fooyyes-suuf jedhamee ti.

22. *Haala Guddinni Sadarkaa Itti Kennamu*

- 1) Adaba naamusaatiin yoo dhorkame malee hojjetaan mootummaa dhaabbii tahe kam iyyuu guddina sadarkaatiif dorgomuu ni danda'a.
- 2) Komishinichi qajeelfama haala guddinni sadarkaa itti kennamu nibaasa.

23. *Haala Guddinni Sadarkaa Itti Haqamu*

Labsii kana keewwata 66(10) irratti kan tumame akkuma eegametti tahee guddinni sadarkaa ragaa kijihaa dhiheessuudhaan argame yookaan seera cabsuudhaan kennamu yeroo kamiyyuu ni haqama.

BOQONNAA SADI

Jijjiirraa

24 *Jijjiirraa Keessaa*

- 1) Manni hojii mootummaa tokko hojii isaatiif barbaachisaa ta'ee yeroo argu hojjetaa isaa manuma hojichaa keessaatti sadarkaa fi mindaa wal-fakkaatu irratti gita hojii tokko irraa gara gita hojii wal-fakkaataa sadarkaa wal-qixa qabu kan biraatti, yookaan bakka hojii tokko irraa gara bakka hojii kan biraatti jijjiiruudhaan hojjechiisuu ni danda'a.
- 2) Akkaataa keewwata kana keewwata xiqqaa (1) tiin, gita hojii banaa jijjiirraa keessaatiin guutamuu danda'u irratti hojjetoonna mana hojichaa hojjachuuf barbaadan yoo jiraatan, jijjiirrichi dorgommiidhaan raawwatama.

፳. *ጊዜያዊ ሠራተኛ ስለመቅጠር*

፩. የዚህ አንቀጽ ንዑስ አንቀጽ (፪) ድንጋጌ እንደተጠበቀ ሆኖ ማንኛውም የመንግሥት መሥሪያ ቤት ጊዜያዊ ሠራተኛ ሊቀጥር የሚችለው የዘላቂነት ባህርይ በሌለው ሥራ ላይ ነው። ሆኖም ሁኔታዎች ሲያስገድዱ በቋሚ የሥራ መደብ ላይ ጊዜያዊ ሠራተኛ መቅጠር ይችላል።

፪. አንድ የመንግሥት መ/ቤት ከፍተኛ ባለሙያ ለሚጠይቅ ማንኛውም ክፍት የሥራ መደብ፣ በደረጃ ዕድገት ወይም በቅጥር ኢትዮጵያዊ ባለሙያ ለማግኘት አለመቻሉን ገልጾ በቅድሚያ ኮሚሽኑን በማስፈቀድ የውጭ ሀገር ዜጋ በጊዜያዊ ዊነት ሊቀጥር ይችላል።

፫. የዚህ አንቀጽ ድንጋጌዎች እንደተጠበቁ ሆነው የጊዜያዊ ሠራተኛ አቀጣጠርን በተመለከተ ኮሚሽኑ መመሪያ ሊያወጣ ይችላል።

ምዕራፍ ሁለት

ስለደረጃ ዕድገት

፳፩. *የደረጃ ዕድገት ዓላማ*

የደረጃ ዕድገት የሚሰጠው የመ/ቤቱን የሥራ ውጤት ለማሻሻል ነው።

፳፪. *ስለ ደረጃ ዕድገት አሰጣጥ*

፩. በዲስፕሊን ቅጣት ካልታገደ በስተቀር ማንኛውም ቋሚ የመንግሥት ሠራተኛ ለደረጃ ዕድገት ለመወዳደር ይችላል።

፪. ኮሚሽኑ የደረጃ ዕድገት የሚሰጥ በትን ዝርዝር መመሪያ ያወጣል።

፳፫. *የደረጃ ዕድገት ስለሚሠረዝበት ሁኔታ*

በዚህ አዋጅ አንቀጽ ፳፮/፲/ የተደነገገው እንደተጠበቀ ሆኖ የሀሰት ማስረጃ በማቅረብ የተገኘ ወይም ሕግን በመተላለፍ የተሰጠ የደረጃ ዕድገት በማንኛውም ጊዜ ይሰረዛል።

ምዕራፍ ሦስት

ዝውውር

፳፬. *የውስጥ ዝውውር*

፩. አንድ የመንግሥት መሥሪያ ቤት ለሥራው አስፈላጊ ሆኖ ሲያገኘው ሠራተኛውን በዚያው መሥሪያ ቤት ውስጥ በተመሳሳይ የሥራ ደረጃና ደመወዝ ከአንድ የሥራ መደብ እኩል ደረጃ ወደአለው ሌላ ተመሳሳይ የሥራ መደብ ወይም ከአንድ የሥራ ቦታ ወደሌላ የሥራ ቦታ በማዛወር ሊያሰራ ይችላል።

፪. በዚህ አንቀጽ ንዑስ አንቀጽ (፩) መሠረት በውስጥ ዝውውር ሊሞላ በሚችል ክፍት የሥራ መደብ ላይ መሥራት የሚፈልጉ የመሥሪያ ቤቱ ሠራተኞች ሲኖሩ ዝውውር በውድድር ይፈጸማል።

20. *Temporary Appointment*

1. Without prejudice to sub-Article (2) of this Article, a government office may appoint a temporary civil servant only for a job which is not a permanent nature, provided, however, that a government office may, where circumstance so require appoint a temporary civil servant to a permanent position.

2. A government office may, upon obtaining the permission of the commission, appoint a foreign national on a temporary basis where it is proved that it is impossible to fill a vacancy that requires a high level professional by an Ethiopian through promotion or recruitment.

3. Without prejudice to the provisions of this Article, the commission may issue directive on the recruitment of temporary civil servants..

CHAPTER TWO

Promotion

21. *Objectives*

Promotion shall be given for the purpose of enhancing the performance of government offices.

22. *Selection for Promotion*

1. Any permanent civil servant may compete for promotion unless he is prohibited because of disciplinary penalties.

2. The Commission shall issue detailed directives on the promotion of civil servants.

23. *Revocation of Promotion*

Without prejudice to the provisions of Article 66 (10) of this Proclamation, any promotion obtained on the basis of false representation regarding qualification or granted in contravention of the law shall be revoked at any time.

CHAPTER THREE

Transfer

24. *Internal Transfer*

1. A government office may, whenever necessary, transfer a civil servant to another similar position of an equal grade and salary or to another place of work within the government office.

2. Any transfer to be made under sub-Article (1) of this Article shall be carried out on the basis of competition whenever there are civil servants within the government office applying for the transfer.

- 3) Keewwata kana keewwata xiqqaa /1/ irratti kan tumame jiraatu illee, mana hojichaa irratti balaan akka hin qaqqabne ittisuuf yookaan balaa miidhaan kun qaqqab-siise sirreessuuf hojjetaa mootummaa tokko mindaan isaa osoo hin hir'ifamin sadarkaa yookaan, gosti hojii isaa osoo hin eegamin yeroo waggaa tokko hin caalleef jijjiirree hojjechiisuun ni danda'ama.
- 4) Hojjetaa mootummaa dhaabbataa kam iyyuu hir'ina fayyaatiin gita hojii qabate irratti yookaan bakka hojii jiru irratti hojjechuu akka hin dandeenye ragaa mana yaaliitiin yoo mirkanaa'e:
- (a) gitni hojii banaa sadarkaa wal-fakkaatu kana irratti ramadchiisuun danda'u yoo jiraate sadarkaa qabateen yookaan;
- (b) sadarkaan gita hojii banaa wal-fakkaatu kan hojjetichi irratti ramadamuu danda'u yoo hin jirree fi hojjetichi sadarkaa gadi aanaa irratti hojjechuuf fedhii kan qabu yoo ta'e sadarkaan isaa hir'ifamee gara gita hojii yookaan bakka hojii isaaf mijawwutti ni jijjiirama.
5. Haalawwan dirqisiisaan yoo qunnaman hojjetaan mootummaa dhaabbii tahe tokko gita hojii sadarkaa ol-aanaa qabu irratti eeggatammaadhaan akka hojjetu yoo taasifamu durgoon eeggatummaa ni kaffalamaaf.
6. Hojjetaa mootummaa tokko waggaa tokkoo oleeggatummaan hojjechiisuun hin eeyyamamu.
7. Gitni hojii hojjetaa mootummaa tokko kan haqamu yoo tahe mana hojii isaa keessatti gara gita hojii sadarkaa wal-fakkeenya qabuutti ni jijjiirama.
25. Jijjiirraa Mana Hojii Kan Biraa Irraa Taasifamu
1. Gitni hojii banaa mana hojii mootummaa kamuu keessatti argamu hojjetaa mootummaa dhaabbataa mana hojii kan biraa irraa jijjramuun akka qabamu kan taasifamu manni hojjetichaa yoo cufame yookiin gitni hojii inni irra ture kan haqame yoo tahee fi jijjiirichas koomishinichi yoo murteessuu dha.
2. Akkaataa keewwata kanaatiin hojjetaan mootummaa jijjiiramu sababa gita hojii qabatee fi sababa bara tajaajila isaatiin mindaan inni argachaa tureefi mirgooleen kan biraa irraa hin hir'ifaman.

- ፩. በዚህ አንቀጽ ንዑስ አንቀጽ (፩) የተደነገገው ቢኖርም በመሥሪያ ቤቱ ላይ አደጋ እንዳይደርስ ለመከላከል ወይም አደጋው ያደረሰውን ጉዳት ለማስተካከል አንድን የመንግሥት ሠራተኛ ደመወዝ ሳይቀንስ ደረጃው ወይም የሥራው ዓይነት ሳይጠበቅ ከአንድ ዓመት ላልበለጠ ጊዜ በጊዜያዊነት አዛውሮ ማሠራት ይቻላል።
- ፪. ማንኛውም ቋሚ የመንግሥት ሠራተኛ በጤና መታወክ ምክንያት በያዘው የሥራ መደብ ላይ ወይም ባለበት የሥራ ቦታ ሊሠራ አለመቻሉ በሐኪም ማስረጃ ሲረጋገጥ፤
- ሀ) በተመሳሳይ ደረጃ ሊመደብበት የሚችል ክፍት የሥራ መደብ ካለ በዚያው ደረጃ ወይም
- ለ) በተመሳሳይ ደረጃ ሊመደብ የሚችልበት ክፍት የሥራ መደብ ከሌለና ሠራተኛው በዝቅተኛ ደረጃ ላይ ለመሥራት ፍቃደኛ ከሆነ ደረጃው ተቀንሶ ወደሚስማማው የሥራ መደብ ወይም የሥራ ቦታ ይዛወራል።
- ፫. ሁኔታዎች ሲያስገድዱ አንድን ቋሚ የመንግሥት ሠራተኛ ከፍ ያለ ደረጃ ባለው የሥራ መደብ ላይ በተጠባባቂነት እንዲሠራ ሲደረግ የተጠባባቂነት አበል ይከፈለዋል።
- ፬. አንድን የመንግሥት ሠራተኛ ከአንድ ዓመት በላይ በተጠባባቂነት ማሠራት አይፈቀድም።
- ፭. የአንድ ቋሚ የመንግሥት ሠራተኛ የሥራ መደብ የተሰረዘ እንደሆነ በመ/ቤቱ ውስጥ ተመሳሳይ ደረጃ ወደአለው የሥራ መደብ ይዛወራል።

፳፭. ከሌላ መ/ቤት የሚደረግ ዝውውር

- ፩. በማንኛውም የመንግሥት መሥሪያ ቤት የሚገኝ ክፍት የሥራ መደብ ከሌላ የመንግሥት መሥሪያ ቤት በሚዛወር ቋሚ የመንግሥት ሠራተኛ እንዲያገለግል የሚደረገው መሥሪያ ቤቱ የተዘጋ ወይም የሥራ መደቡ የተሠረዘ ከሆነና ዝውውሩን ኮሚሽኑ ሲወስን ነው።
- ፪. በዚህ አንቀጽ መሠረት የሚዛወር የመንግሥት ሠራተኛ በያዘው የሥራ ደረጃና በአገልግሎት ዘመኑ ምክንያት ያገኘ የነበረው ደመወዝና ሌሎች መብቶች አይቀነሱበትም።

3. Notwithstanding the provisions of Sub-Article (1) of this Article, a civil servant may, without affecting his salary, be temporarily assigned to another position, for not more than a year, irrespective of the grade or type of functions where it is required to prevent the occurrence or rectify the damage of any disaster to the government office.

4. Where it is proved by a medical certificate that a civil servant is unable to carry out the functions of his position or to reside in his place of work due to his health condition, he shall be transferred to another suitable position or place of work with;

- (a) the same grade where such vacant position is available or
- (b) a lower grade where a vacant position of the same grade is not available and he is willing to be transferred to a position of lower grade.

5. Where circumstances so require, a permanent civil servant may be assigned to a higher position in an acting capacity and shall be entitled to acting allowance.

6. It is prohibited to assign a civil servant in an acting capacity for more than a year.

7. Where the position of a permanent civil servant is abolished, he shall be transferred to another position of an equal grade within the government office.

25. Transfer from Another Government Office

1. The filling of a vacant position in any government office by the transfer of a permanent civil servant from another government office shall be made where the office is closed or his position is abolished and the commission so decides.

2. A civil servant transferred under this Article shall be entitled to his previous salary and benefits acquired by virtue of his grade and service.

3. Barbaachisaa tahee yooar-gamuu fi mann hojii mootum-maa qaxaruu fi hojjetichi yoo walii galan hojjetaan mootum-maa dhaabbataa tahe tokko mana hojii mootummaa kan biraatti hojii murtaawaa tahe tokko raawwachuuf yeroo waggaa tokkoo hin caalleef yeroof ramadamee akka hojjetu taassisuun ni danda'ama.
4. Akkaataa keewwata kana keewwata xiqqaa (3) tiin hojjetaan ramadame.
- (a) Mindaan isaa fi faayidaan isaa kam iyyuu sababa ramaddichaatiin irraa hin hir'atu,
- (b) Gabaasni raawwanaa hojii mana hojii mootum-maa isa hojjechiisuun guutamee mana hojii mootum-maa isa qaxareef ni dabarfamaaf,
- (c) Badii kan raawwate yoo tahe tarkaanfiin naamu-saa kan irratti fudhatamu mana hojii mootummaa isa qaxareen taha.

BOQONNAA AFUR

Raawwannaa Hojii

26. Gamaaggama Raawwannaa Hojii
1. Kaayyoon gamaaggama raaw-wannaa hojii hojjettoonni:
- (a) Hojii isaanii hanga eegamu yeroo fi sadarkaa qulqullinaa haala guuteen akka raawwatan;
- (b) Ciminaa fi dadhabiinsa isaanii akka beekan;
- (c) Raawwannaan hojii isaanii gara fuula duraa akka fooyya'uu fi kaka'umsa hojiif qaban akka cimsan dandeessisuudhaaf ta'a.
2. Gamaaggamni raawwannaa hojii hojjetoonni mootummaa hojichi isaan ilaallattu bakka argamanitti fi ifatti ni gaggeeff-ama.
3. Gamaaggamni raawwannaa hojii akkaataa qajeelfama komishinichi baasuun ni raawwat-ama.

KUTAA AFUR

Yeroo Hojii fi Eeyyamoota adda addaa
BOQONNAA TOKKO

Yeroo Hojii

27) Yeroo Hojii Idilee

Yeroon hojii idilee hojjetoota mootummaa akkuma haala hojichaatiin kan murteeffamu tahee torbanitti sa'aa 40 caaluu hin qabu.

28) Yeroo Seensaa fi Ba'insa Hojii

Yeroon hojii seensaa fi Ba'insa hojjetoota mootummaa akkaataa dambii Manni Marii Bulchiinsa Mootummaan Naannoo Oromiyaa baasuun ni murtaa'a.

፫. አስፈላጊ ሆኖ ሲገኝና ቀጣሪው የመንግሥት መሥሪያ ቤትና ሠራተኛው ሲስማሙበት አንድ ቋሚ የመንግሥት ሠራተኛ በሌላ የመንግሥት መሥሪያ ቤት አንድ የተወሰነ ሥራ ለመፈጸም ከአንድ ዓመት ለማይበልጥ ጊዜ በጊዜያዊነት ተመድቦ እንዲሠራ ሊደረግ ይችላል።

፬. በዚህ አንቀጽ ንዑስ አንቀጽ (፫) መሠረት የተመደበው ሠራተኛ፡

ሀ) ደመወዝና ማንኛውም ጥቅሙ በምደባው ምክንያት አይጓደልበትም።

ለ) የሥራ አፈጻጸም ራፖርት በአሠሪው የመንግሥት መሥሪያ ቤት ተሞልቶ ለቀጣሪው የመንግሥት መሥሪያ ቤት ይተላለፋል።

ሐ) ጥፋት የፈጸመ እንደሆነ የዲሲፕሊን እርምጃ የሚወሰድበት በቀጣሪው የመንግሥት መሥሪያ ቤት ይሆናል።

ምዕራፍ አራት

የሥራ አፈጻጸም

፳፮. የሥራ አፈጻጸም ግምገማ

፩. የሥራ አፈጻጸም ግምገማ ዓላማ ሠራተኞች

ሀ) ሥራቸውን በሚጠበቀው መጠን፣ የጥራት ደረጃና ጊዜ በተሟላ ሁኔታ እንዲያከናውኑ

ለ) ጠንካራና ደካማ ጎናቸውን እንዲያውቁ፤

ሐ) የወደፊቱ የሥራ አፈጻጸማቸው እንዲሻሻልና ለሥራ ያላቸውን ተነሳሽነት እንዲያጎለብቱ። ማስቻል ይሆናል።

፪. የሥራ አፈጻጸም ግምገማ በግልጽና ሥራው የሚመለከታቸው የመንግሥት ሠራተኞች በተገኙበት በጋራ ይከናወናል።

፫. የሥራ አፈጻጸም ግምገማ ኮሚሽኑ በሚያወጣው መመሪያ መሠረት ይፈጸማል።

ክፍል አራት

የሥራ ሰዓትና ልዩ ልዩ ፈቃዶች

ምዕራፍ አንድ

ስለ ሥራ ሰዓት

፳፯. መደበኛ የሥራ ሰዓት

የመንግሥት ሠራተኞች መደበኛ የሥራ ሰዓት እንደየሥራው ሁኔታ የሚወሰን ሆኖ በግምገማ ከ፱ ሰዓት መብለጥ የለበትም።

፳፰. የሥራ መግቢያና መውጫ ሰዓት

የመንግሥት ሠራተኞች የሥራ መግቢያና መውጫ ሰዓት የአርሚያ ምክር ቤት በሚያወጣው ደንብ ይወሰናል።

3. A permanent civil servant may, where it is necessary and the government office and the civil servant so agree, be seconded to another government office to perform a specific duty for a period not exceeding one year.

4. Where a civil servant is seconded in accordance with Sub-Article (3) of this Article;

(a) his salary and other benefits shall not be affected because of his assignment;

(b) his performance shall be evaluated by the government office to which he is seconded and shall be sent to his employer;

(c) he shall be subjected to disciplinary measures to be taken by his employer whenever he commits disciplinary offence.

CHAPTER FOUR

26. Performance Evaluation

1. The purpose of performance evaluation shall be to enable civil servants:

(a) effectively discharge their duties in accordance with the expected level, quality standards and time,

(b) identify their strengths and weaknesses,

(c) improve their future performances and develop self initiative.

2. Performance evaluation shall be transparent and shall be carried out with the collective participation of civil servants working together.

3. Performance evaluation shall be carried out in accordance with directives issued by the Commission.

PART FOUR

Working Hours and Leaves

CHAPTER ONE

Working Hours

27. Regular Working Hours

Regular working hours of civil servants shall be determined on the base of the conditions of their work and shall not exceed 40 hours a week.

28. Office Hours

The time when the office hours of civil servants begins and ends shall be determined by regulations of the Council of Regional Government.

29. *Hojii Yeroo Idileen alaa*
Hojjetaa mootummaa hojii yeroo idileen ala hojjete boqonnaan bakka buusuu yookaan kaffaltiin yeroo hojii dabalataa haalli itti kennamuuf qajeelfama komishiini-chi baasuun ni murtaa'a. Tachus, kaffaltiin hojii yeroo dabalataan hojii idileetiif kan kaffalamu waliin wal-qixa ta'a.

30. *Waa'ee Ayyaana ummataa*
1) Hojjetaan mootummaa kam iyyuu sababoota ayyaana ummataatiin yookiin murtii mootummaatiin manneen hojii cufaa tahanii guyyaa itti oolan osoo hin hojjetin hafuu isaatiif mindaan idilee isaaf kafalamu irraa hin hir'ifamu.
2) Haalli hojiichaa dirqisiisee hojjetaan mootummaa guyyaa ayyaana ummataa akka hojjetu yoo ajajame kaffaltiin yeroo hojii dabalataani kennamaaf.

BOQONNAA LAMA

Hayyama Boqonnaa Waggaa

31. *Yaada Bu'uura Hayyama Boqonnaa waggaa*

1) Hayyamni boqonnaa waggaa kan kennamu hojjetichi mootummaa yeroo murtaawaaf boqatee tajaajila isaa qalbii haaromfameen akka itti fufu dandeesiisuu dhaaf.
2) Hojjetaan mootummaa haarawa qaxarame kam iyyuu tajaajila baatiilee kudha tokko kennuu isaatiin dura eeyyama boqonnaa waggaa argachuuf mirga hin qabu.
3) Hayyamni boqonnaa waggaa maallaqaan hin jijjiiramu, Tachus, tajaajilli hojjetichaa addaan cituu isaatiif eeyyamni boqonnaa waggaa hin fudhatamin hafe gara maallaqaatti akka jijjiiramu ni taasifama.

32. *Guyyoota Hayyama Boqonnaa Waggaa*

1) Hojjetaan mootummaa waggaa tokko tajaajile hayyama boqonnaa waggaa guyyoota hojii 20 ni argata.
2) Hojjetaan waggaa tokkoo ol tajaajile tajaajila waggaa tokko tokkootiif guyyaan hojii tokko tokko irratti idaa'amee hayyama boqonnaa waggaa ni argata, tachus eeyyamni boqonnaa waggaa tokko keessatti kennamuuf guyyoota hojii 30 caaluu hin qabu.
3) Tajaajilli duraan kenname mana hojii mootummaa kan biraa keessatti raawwannaa keewwata kana keewwata xiqqaa /2/ tiif kan herregamu taha.

፳፱. የትርፍ ሰዓት ሥራ

የትርፍ ሰዓት ሥራ ለሠራ የመንግሥት ሠራተኛ የማካካሻ እረፍት ወይም የትርፍ ሰዓት ክፍያ የሚሰጥበት ሁኔታ ኮሚሽኑ በሚያወጣው መመሪያ ይወሰናል፡ ሆኖም የትርፍ ሰዓት ክፍያ በመደበኛ የሥራ ሰዓት ከሚከፈለው መጠን ጋር እኩል ይሆናል።

፴. ስለ ሕዝብ በዓላት

፩. ማንኛውም የመንግሥት ሠራተኛ በሕዝብ በዓል ወይም በመንግሥት ውሳኔ መሥሪያ ቤቶች ዝግ ሆነው በሚውሉበት ቀን ባለመሥራቱ መደበኛ የደመወዝ ክፍያው አይቀነስም።

፪. የሥራው ሁኔታ አስገድዶ በሕዝብ በዓል ቀን እንዲሰራ የታዘዘ የመንግሥት ሠራተኛ የትርፍ ሰዓት ክፍያ ይሰጠዋል።

ምዕራፍ ሁለት
የዓመት ዕረፍት ፈቃድ

፴፩. የዓመት ዕረፍት ፈቃድ መሠረተ ሃሳብ

፩. የዓመት ዕረፍት ፈቃድ የሚሰጠው የመንግሥት ሠራተኛው ለተወሰነ ጊዜ በማረፍ አገልግሎቱን በታደሰ መንፈስ እንዲቀጥል ለማስቻል ነው።

፪. ማንኛውም አዲስ ተቀጣሪ የመንግሥት ሠራተኛ የአሥራ አንድ ወራት አገልግሎት ከመስጠቱ በፊት የዓመት ዕረፍት ፈቃድ የማግኘት መብት የለውም።

፫. የዓመት ዕረፍት በገንዘብ አይላ ወጥም፡ ሆኖም የሠራተኛው አገልግሎት በመቋረጡ ያልተወሰደ የዓመት ዕረፍት ፈቃድ በገንዘብ እንዲለወጥ ይደረጋል።

፴፪. የዓመት ዕረፍት ፈቃድ ቀናት

፩. አንድ ዓመት ያገለገለ የመንግሥት ሠራተኛ ጅ የሥራ ቀናት የዓመት ዕረፍት ፈቃድ ያገኛል።

፪. ከአንድ ዓመት በላይ ያገለገለ ሠራተኛ ለእያንዳንዱ ተጨማሪ ዓመት አንድ የሥራ ቀን እየታከለበት የዓመት ዕረፍት ፈቃድ ያገኛል፤ ሆኖም የሚሰጠው የአንድ ዓመት ዕረፍት ፈቃድ ከ፴ የሥራ ቀናት መብለጥ የለበትም።

፫. በሌላ የመንግሥት መሥሪያ ቤት ቀደም ሲል የተሰጠ አገልግሎት ለዚህ አንቀጽ ንዑስ አንቀጽ /፪/ አፈጻጸም የሚታሰብ ይሆናል።

29. *Overtime Work*

The commission shall issue directives of the opinions of granting compensatory leave or overtime pay to civil servant who has worked overtime, provided, however, that the rate of overtime pay shall be equal to the rate of the regular pay.

30. *Public Holiday*

1) Any civil servant shall incur no reduction in his regular pay on account of having not worked on a public holiday or on a day offices are closed by the order of the government.

2) A civil servant ordered to work in a public holiday due to compelling circumstances, shall be entitled to overtime pay.

CHAPTER TWO

Annual Leave

31. *Objectives*

1) The purpose of annual leave is to enable a civil servant get rest and resume work with renewed strength.

2) A newly appointed civil servant shall not be entitled to annual leave before serving for eleven months.

3) There shall be no payment in lieu of annual leave provided, however, that payment may be made for unused annual leave due to termination of appointment.

32. *Duration of Annual Leave*

1) A civil servant shall be entitled to annual leave of 20 working days for his first year of service

2) A civil servant having a service of more than a year shall be entitled to additional leave of one working day for every additional year of service, provided, however, that the duration of annual leave shall not exceed 30 working days.

3) Previous service rendered in any government office shall be considered for the application of Sub-Article (2) of this Article.

33. *Haala Kennaa Hayyama Boqonnaa Waggaa*

- 1) Hayyamni boqonnaa waggaa karoora mana hojjichaa bu'uura taasifachuudhaanii fi hanga danda'ametti akkaataa fedhii hojjetootaa madaaleen sagantaa qophaawwu fi hojjetoonni illee akka beekan taasifamuun bara baajatchaa keessatti ni kennama.
2. Hojjetichi boqonnaa isaa yeroo fudhatu mindaa isaa kan ji'a itti boqonnaa irra turuu dursee fudhachuu ni danda'a.

34. *Hayyama Boqonnaa Waggaa Dabarsuu*

- 1) Sababa haalli hojjiichaa dirqisiiseen manni hojjiichaa hojjetaa isaatiif eeyyama boqonnaa waggaa isaa bara baajetichaa keessatti kennuufii kan hin dandeenye yoo tahe itti gaafatamaan olaanaan mana hojjichaa waggaa baajata lamaaf dabarsuu ni danda'a; tahus eeyyamni boqonnaa waggaa itti hin fayyadamin waggaa baajataa sadaffaa irratti hojjetichaaf kennamuu qaba.
- 2) Tumaan labsii kanaa keewwata 31(3) jiraatu illee, akkaataa keewwata kana keewwata xiqqaa /1/ tiin, hojjetaan mootummaa eeyyamni boqonnaa kun waggoota lamaaf jalaa dabarfame boqonnaan eeyyama waggaa dabarfame kun walakkaan isaa maallaqatti jijjiiramee akka kennamuuf gaafachuu ni danda'a.

BOQONNAA SADII*Hayyama Dahumsaa, dhukkubaa fi Kanneen Biraa*35. *Hayyama Dahumsaa*

- 1) Hojjetuun mootummaa ulfa taate tokko;
 - (a) ulfa ishee waliin sababa wal-qabateen akkaataa ogeessi fayyaa ajajuun mana yaalaatti ilaalamuuf hayyamni mindaan itti kaffalamu ni kennamaaf;
 - (b) dahuu isheetiin duratti boqonnaa akka fudhattu ogeessi fayyaa yoo ajaje boqonnaan mindaan itti kaffalamu ni kennamaaf.
- 2) Hojjetuun mootummaa ulfa taate yeroon dahumsa ishee yoo guyyaa nan daha jettee tilmaateen dura guyyoota walitti aanan 30 hayyama dahumsaan duraa akkasumas yeroo deessu guyyaa itti deesse irraa eegalee guyyoota wlitti aanan 60 hayyamni dahumsaa mindaa waliin ni kennamaaf.

፴፫. የዓመት እረፍት ፈቃድ አሰጣጥ

- ፩. የዓመት ፅረፍት ፈቃድ የመሥሪያ ቤቱን እቅድ መሠረት በማድረግና በተቻለ መጠን የሠራተኛውንም ፍላጎት በማመዛዘን በሚዘጋጀውና ሠራተኛውም እንዲያውቀው በሚደረግ ፕሮግራም መሠረት በበጀት ዓመቱ ውስጥ ይሰጣል።
- ፪. ሠራተኛው ፈቃዱን በሚወስድበት ጊዜ በፅረፍት ላይ ለሚቆይበት ወር ደመወዙን በቅድሚያ ሊወስድ ይችላል።

፴፬. የዓመት ፅረፍት ፈቃድ ስለማስተላለፍ

- ፩. የሥራው ሁኔታ በማስገደዱ ምክንያት መሥሪያ ቤቱ ለሠራተኞቹ የዓመት ፅረፍት ፈቃዱን በበጀት ዓመቱ ውስጥ ሊሰጠው ያልቻለ እንደሆነ የመሥሪያ ቤቱ የበላይ ኃላፊ ለሁለት የበጀት ዓመት ሊያስተላልፈው ይችላል፤ ሆኖም ያልተጠቀመበት የዓመት እረፍት ፈቃድ በሦስተኛው በጀት ዓመት ለሠራተኛው መሠጠት አለበት።
- ፪. የዚህ አዋጅ አንቀጽ ፴፩/፫/ ድንጋጌ ቢኖርም በዚህ አንቀጽ ንዑስ አንቀጽ ፩ መሠረት የዓመት እረፍት ፈቃድ ለሁለት ዓመት የተላለፈበት የመንግሥት ሠራተኛ የተላለፈውን የዓመት እረፍት ፈቃድ ግማሹ በገንዘብ ተለውጦ እንዲሰጠው መጠየቅ ይችላል።

ምዕራፍ ሦስት**የወሊድ ፈቃድ፣ የሕመም ፈቃድ****እና ሌሎች ፈቃዶች****፴፭. የወሊድ ፈቃድ**

- ፩. ነፍስ ጡር የሆነች የመንግሥት ሠራተኛ
 - ሀ) ከእርግዝናዋ ጋር የተያያዘ ምርመራ ለማድረግ ሀኪም በሚያዘው መሠረት ደመወዝ የሚከፈልበት ፈቃድ ይሰጣታል፤
 - ለ) ከመውለዷ በፊት ፅረፍት እንድታደርግ ሀኪም ካዘዘ ደመወዝ የሚከፈልበት ፅረፍት ይሰጣታል፤
- ፪. ነፍስ ጡር የሆነች የመንግሥት ሠራተኛ መውለጃዋ ሲደርስ እውልዳለሁ ብላ ከገመተችበት ቀን በፊት ፴ ተከታታይ ቀናት የቅድመ ወሊድ ፈቃድ እንዲሁም ስትወልድ ከወለደችበት ቀን ጀምሮ ፳ ተከታታይ ቀናት ፈቃድ ከከፍታ ጋር ይሰጣታል።

33. *Granting of Annual Leave*

- 1) Annual leave shall be granted within the budget year in accordance with a leave made known to the civil servants and prepared on the basis of due consideration of the interest of the government office and, as much as possible, the preference of each civil servant.
- 2) A civil servant shall be entitled to advance payment of his monthly salary at the time of taking his annual leave.

34. *Postponement of Annual Leave*

- 1) The head of a government office may authorize the postponement of annual leave for two budget years where the government office, due to compelling reasons, is unable to grant a civil servant his annual leave within the same budget year, provided however, that the accumulated leave shall be granted to the civil servant in the third budget year.
- 2) Notwithstanding the provisions of Article 31 (3) of this Proclamation a civil servant whose annual leave is postponed for two years, in accordance with Sub-Article (1) of this Article may claim payment in lieu of half of his accumulated leave

CHAPTER THREE**Maternity Leave, Sick Leave and other Leaves**35. *Maternity Leave*

- 1) A pregnant civil servant shall be entitled to;
 - (a) Paid leave for medical examination in accordance with a doctor's recommendation,
 - (b) Paid leave before delivery if recommended by a doctor.
- 2) A pregnant civil servant shall be entitled to a period of 30 consecutive days of maternity leave with pay preceding the presumed date of her confinement and a period of 60 consecutive days of maternity leave after her confinement.

- 3) Hayyamni dahumsaa duraa hojjetuun fudhattee osoo hin dahiin yoo jalaa dhume hanga guyyaa deessutti guyyoonni hojii isheen boqonnaa irra turte hayyama boqonnaa waggaa bara baajataa keessatti qabdu irraa yookaan bara baajetichaa keessatti hayyama boqonnaa waggaa kan hin qabne yoo taate hayyama boqonnaa bara baajataa itti aanu keessaa kan bakka bu'uuf ni kennamaaf.
- 4) Hojjetuun keewwata kana keewwata xiqqaa /2/ irratti hayyama dahumsaa murteeffame erga xumurtee booda yoo dhukkubsatte fi hayyamni dabalataa kan ishee barbaachisu akka ta'e ogeessa fayyaatiin yoo mirkanaawe akkaataa lab-sii kana keewwata 36 yookiin 37 irratti tilmaamameen hayyama dhukkubaa fudhachuu ni dandeessi.

36. Hayyama Dhukkubaa

- 1) Hojjetaan mootummaa kam iyyuu sababa dhukkubaatiin hojii hojjechuu kan hin dandeenye yoo tahe hayyamni dhukkubaa ni kennamaaf.
- 2) Akkaataa keewwata kana keewwata xiqqaa /1/ tiin hojjetaa mootummaa dhaabbataaf eeyyamni dhukkubaa kennamu walitti fufuudhaan yookiin yeroo adda addaa kan fudhatamu tahu illee guyyaa jalqabaa dhukkubichi qunname irraa eegalee yeroo ji'oota saddeet yookaan immoo waggoota afur keessatti ji'oota kudha lama hin caalu.
- 3) Akkaataa keewwata kana keewwata xiqqaa /2/ tiin hayyamni dhukkubaa kennamu ji'oota sadan jalqabaatiif mindaa guutuu waliin, ji'oota sadan itti aananiif mindaa walakkaa waliinii fi ji'oota lamaan xumuraatiif mindaa malee taha.
- 4) Hojjetaan mootummaa kamiyyuu yeroo dhukkubsatu:
 - (a) Sababni humna ol tahe yoo isa qunname malee hanga danda'amenti atattamaan dhukkubsachuu isaa mana hojii isaatiif beeksisuu qaba;
 - (b) Sababa dhukkubbichaatiin walitti aanee guyyoota hojii sadi oliif yookaan bara baajataa tokko keessatti guyyoota hojii jaha oliif hojii irraa kan hafe yoo tahe dhukkubsachuu isaatiif ragaa mana yaalaa dhiheessuu qaba.

- ፫. ሠራተኛዋ የወሰደችው የቅድመ ወሊድ ፈቃድ ሲያልቅ ያልወለደች እንደሆነ እስከምትወልድበት ቀን ድረስ ባሉት የሥራ ቀናት የምትቆይበት ዕረፍት በበጀት ዓመቱ ካላት የዓመት እረፍት ፈቃድ፣ ወይም በበጀት ዓመቱ ያመት እረፍት ፈቃድ የሌላት እንደሆነ ከሚቀጥለው የበጀት ዓመት የዕረፍት ፈቃድ ይተካል።
- ፬. ሠራተኛዋ በዚህ አንቀጽ ንዑስ አንቀጽ /፪/ የተወሰነውን የወሊድ ፈቃድ ከጨረሰች በኋላ ብትታመም እና ተጨማሪ ፈቃድ የሚያስፈልጋት መሆኑ በሀኪም ከተረጋገጠ በዚህ አዋጅ አንቀጽ ፴፮ ወይም ፴፯ በተደነገገው መሠረት የሕመም ፈቃድ መውሰድ ትችላለች።

፴፮. የሕመም ፈቃድ

- ፩. ማንኛውም የመንግሥት ሠራተኛ በሕመም ምክንያት ሥራ መሥራት ያልቻለ እንደሆነ የሕመም ፈቃድ ይሰጠዋል።
- ፪. በዚህ አንቀጽ ንዑስ አንቀጽ /፩/ መሠረት ለቋሚ የመንግሥት ሠራተኛ የሚሰጥ የሕመም ፈቃድ በተከታታይ ወይም በተለያዩ ጊዜ ቢወሰድም ሕመሙ ከደረሰበት የመጀመሪያ ቀን አንስቶ ባለው የሥራ ሁለት ወራት ጊዜ ውስጥ ከስምንት ወራት ወይም በአራት ዓመታት ውስጥ ከአስራ ሁለት ወራት አይበልጥም።
- ፫. በዚህ አንቀጽ ንዑስ አንቀጽ /፪/ መሠረት የሚሰጥ የሕመም ፈቃድ ለመጀመሪያዎቹ ሦስት ወራት ከሙሉ ደመወዝ ጋር፣ ለሚቀጥሉት ሦስት ወራት፣ ከግማሽ ደመወዝ ጋር እና ለመጨረሻዎቹ ሁለት ወራት ያለደመወዝ ይሆናል።
- ፬. ማንኛውም የመንግሥት ሠራተኛ ሲታመም፡
 - ሀ) ከአቅም በላይ የሆነ ምክንያት ካላጋጠመው በስተቀር በተቻለ ፍጥነት መታመሙን ለመሥሪያ ቤቱ ማሳወቅ አለበት፤
 - ለ) በተከታታይ ከሦስት ቀን ወይም በአንድ የበጀት ዓመት ውስጥ ከስድስት ቀን በላይ በሕመሙ ምክንያት ከሥራ የቀረ እንደሆነ ለመታመሙ የሕክምና ማስረጃ ማቅረብ አለበት።

- 3) If the pregnant civil servant does not deliver on the presumed date the days subsequently taken before her confinement shall be replaced by the annual leave she is entitled to within the budget year or that of the following budget year if no annual leave is left.
- 4) The civil servant shall be entitled to sick leave in accordance with Article 36 or 37 of this proclamation, if she becomes sick after completion of her maternity leave under Sub-Article (2) of this Article.

36. Sick Leave

- 1) Any civil servant shall be entitled to sick leave where he is unable to work due to sickness.
- 2) The duration of sick leave to be granted to a payment civil servant in accordance with Sub-Article (1) of this Article shall not exceed eight months in a year or twelve months in four years, whether counted consecutively or separately starting from the first day of this sickness.
- 3) Sick leave to be granted in accordance with Sub-Article (2) of this Article shall be with full pay for the first three months, with half pay for the next three months and without pay for the last two months;
- 4) Where any civil servant is absent from work due to sickness:
 - (a) he shall, as soon as possible notify the government office unless prevented by force majeure.
 - (b) he shall produce a medical certificate in case of absence for three consecutive days or for more than six days within as budget year.

37. Hayyama Dhukkubaa Hojjetaa Yerootiif Kennamu

Hojjetaa mootummaa yeroo sababa dhukkubaatiin hojii isaa hojjechuu hindandeenyeef hayyamni dhukkubaa kennamu mana hojii mootummichaa waliin akkaataa waliigaltee seeneen kan raawwatamu ta'a.

38. Hayyama fuudhaa fi Heerumaa

Hojjetaan yookaan hojjettuun mootummaa kam iyyuu yeroo fuudhu yookaan heerumtu eeyyamni fuudhaa yookaan heerumaa guyyoota hojii sadii mindaa waliin ni kennamaaf.

39. Hayyama Gaddaa

1) Hojjettuun mootummaa kam iyyuu abbaan warraa yookiin haati warraa, ilmi yookiin intalli abbaan yookiin haati, yookaan firri dhiigaa yookiin firri fuudhaa fi heerumaa hanga mana lammaffaatti lakkaawamu kan jalaa du'e yoo tahe eeyyamni gaddaa miindaan itti kaffalamu guyyoota hojii walitti aanan sadii ni kennamaaf.

2) Hojjetichi keewwata kana keewwata xiqqaa /1/ irratti kan kaa'ameen ala firri dhihoo yookiin michuun kan jalaa du'e yoo tahe eeyyamni gaddaa miindaan itti kaffalamu kan guyyaa hojii tokkoo ni kennamaaf, tahus, sababa kanaan hayyamni gaddaa kennamu wag-gaa baajataa tokko keessatti guyyoota hojii jaha caaluu hin qabu.

40. Hayyama Addaa Mindaa Waliin Kennamu

Hojjetaan mootummaa kamiyyuu;

1) Mana Murtii irraa yookiin qaamolee aangoon kennameef kan biraa irraa waraqaan waamichaa yoo ga'u dhimmi itti waamameef hanga xumuramutti;

2) Itti gaafatamtoota mootummaa filannoo ummataatiin aangoo qabatan filuuf yoo tahe yeroo filannichi fudhatuuf, mindaa waliin hayyamni addaa ni kennamaaf.

Hojjetaan mootummaa kamuu sababa gahaa taheen hayyama addaa mindaan itti hin kaffalamne yoo gaafatee fi faayidaa mana hojichaa kan hin miine tahee yoo argame itti gaafatamaan mana hojichaa hayyamuuf ni danda'a.

41. Hayyamaaddaa mindaa malee kennamu.

Hojjeetaan mootummaa Kamiyyuu Sababa gahaa ta'een hayyama addaa mindaan itti hin kaffalamna yoo goofatee fi faayidaa mana hojichaa kan hin miine ta'ee yoo argame itti gaafatamaan mana hojichaa hayyamuufii ni danda'a.

42. Tajaajila Yaalaa

1) Hojjetaan mootummaa dhaabbataa dhaabbatoota mana yaalaa mootummaa keessatti kan kennamu tajaajila kamuu bilisaan argachuuf mirga ni qabaata.

2) Hojjetaan mootummaa dhaabbataa haati manaa isaa yookaan abbaa mana ishee fi ijoollee isaanii umriin isaanii waggaa 18 hin geenye kaffaltii walakkaatiin dhaabbatoota mana yaalaa mootummaa keessatti yaalchisiisuuf mirga ni qabaata.

ሷ፯. ለጊዜያዊ ሠራተኛ ስለሚሰጥ የሕመም ፈቃድ

በሕመም ምክንያት ሥራውን መሥራት ያልቻለ ጊዜያዊ የመንግሥት ሠራተኛ የሚሰጠው የሕመም ፈቃድ ከመንግሥት መሥሪያ ቤቱ ጋር በሚገባው ውል መሠረት የሚፈፀም ይሆናል።

ሷ፰. የጋብቻ ፈቃድ

ማንኛውም የመንግሥት ሠራተኛ ሲያገባ ሦስት የሥራ ቀናት የጋብቻ ፈቃድ ከደመወዝ ጋር ይሰጠዋል።

ሷ፱. የሀዘን ፈቃድ

፩. ማንኛውም የመንግሥት ሠራተኛ የትዳር ጓደኛ፣ ተወላጅ፣ ወላጅ ወይም እስከ ሁለተኛ ደረጃ የሚቆጠር የሥጋ ወይም የጋብቻ ዘመድ የሞተበት እንደሆነ ደመወዝ የሚከፈልበት የሦስት ተከታታይ ቀናት የሀዘን ፈቃድ ይሰጠዋል።

፪. ሠራተኛው በዚህ አንቀጽ ንዑስ አንቀጽ ፩/ከተመለከቱት ውጪ የቅርብ ዘመድ ወይም ወዳጅ የሞተበት እንደሆነ ደመወዝ የሚከፈልበት የአንድ ቀን የሀዘን ፈቃድ ይሰጠዋል። ሆኖም በዚህ ምክንያት የሚሰጥ የሀዘን ፈቃድ በአንድ የበጀት ዓመት ውስጥ ከሰድስት ቀን መብለጥ የለበትም።

ሷ. ከደመወዝ ጋር ስለሚሰጥ ልዩ ፈቃድ

ማንኛውም የመንግሥት ሠራተኛ፣ ፩. ከፍርድ ቤት ወይም ከሌሎች ሥልጣን ከተሰጣቸው አካላት መጥሪያ ሲደርሰው የተጠራበት ጉዳይ እስከሚያበቃበት ጊዜ ድረስ፣

፪. በሕዝብ ምርጫ ሥልጣን የሚይዙ የመንግሥት ኃላፊዎችን ለመምረጥ ሲሆን ምርጫው ለሚወስድበት ጊዜ ከደመወዝ ጋር ልዩ ፈቃድ ይሰጠዋል።

ሷ፩. ያለ ደመወዝ ስለሚሰጥ ልዩ ፈቃድ

ማንኛውም የመንግሥት ሠራተኛ በበቂ ምክንያት ደመወዝ የማይከፈልበት ልዩ ፈቃድ እንዲሰጠው ሲጠይቅና የመሥሪያ ቤቱን ጥቅም የማይጎዳ ሲሆን የመሥሪያ ቤቱ የበላይ ኃላፊ ሊፈቅድለት ይችላል።

ሷ፪. የሕክምና አገልግሎት

፩. ቋሚ የመንግሥት ሠራተኛ በመንግሥት የሕክምና ተቋማት የሚሰጠውን ማንኛውንም የሕክምና አገልግሎት በነፃ የማግኘት መብት ይኖረዋል።

፪. ቋሚ የመንግሥት ሠራተኛ የትዳር ጓደኛውንና አካለመጠን ያልደረሱ ልጆቹን በመንግሥት የሕክምና ተቋማት ውስጥ በግማሽ ክፍያ የማሳከም መብት ይኖረዋል።

37. Sick Leave for Temporary Civil Servant

A temporary civil servant who is unable to work due to sickness shall be entitled to sick leave in accordance with the contract he is entered into with the government office.

38. Marriage Leave

Any civil servant shall be entitled to leave with pay for three working days when he concludes marriage.

39. Mourning Leave

1) Any civil servant shall be entitled to leave with pay for three consecutive days in the event of the death of his spouse, descendant, ascendant or any other relative, up to second degree, by consanguinity or affinity.

2) A civil servant shall be entitled to leave with pay for one day in the event of the death of his close relative or friend other than those, specified in Sub-Article (1) of this Article; provided, however, that such leave shall not exceed six days within a budget year.

40. Special Leave with Pay

Any civil servant shall be entitled to special leave with pay where:

- 1) He is summoned by a court or any other competent authority, for the time utilized for the same purpose.
- 2) He participate in the election of government officials, for the duration of the voting

41. Special Leave with out Pay

Where a civil servant upon sufficient ground applies for a special leave without pay, the head of the government office may authorize the grant of such leave if it does not adversely affect the interest of the office.

42. Medical Benefits

1) A permanent civil servant shall have the right to get all medical services free of charge in government medical institutions.

2) A permanent civil servant shall have the right to get medical services, with half pay, in government medical institutions for his spouse and minor children.

3. Akkaataa keewwata kanaatiin hojjetaan mootummaa kamuu tajaajila yaalii argataniif buusii taasisuu qabaatu koomishinicha, Biiroo Maallaqaa fi Misooma Diinagdee fi Biiroo Eegumsa Fayyaa waliin qorachuudhaan Mana Marii Bulchiinsa Mootummaa Naannoo Oromiyaatiif ni dhiyeessa,
4. Akkaataa keewwata kana keewwata xiqqaa (3)n buusiin murteeffamu hojjetaa mootummaa hundaaf wal-qixxee taha.

KUTAA SHAN

Nageenyaa fi Fayyummaa Naannoo Hojii

43. Miidhaa Otuu Hojii Hojjetanii Gahu

- 1) Miidhaa otuu hojii hojjetanuu ga'uuf hiikni seeraa dhimma hojjechiisaa fi hojjetaaf keenne tumaawwan kutaa kanaafis raawwatamaa ni ta'a.
- 2) Keewwata kana keewwata xiqqaa (1) jalatti kan ibsame jiraatu illee hojjetichi tahe jedhee keessumattuu mana hojii mootummaa keessatti duraan dursee ifatti qajeelfamoota nageenya eegsisuuf kennameef faalleessuudhaan yookiin qaama isaa yookiin sammuu isaa tohachuu haala hin dandeenyeen dhugaatii yookiin baala sammuu hadoochuun machaa'ee hojii irratti argamuu isaatiif miidhaan irra gahu akka miidhaa hojii irratti gahetti hin lakkaawamu.

44. Tarkaanffiiwwan Ittisa Balaa

- 1) Manni hojii mootummaa kamiyyuu:
 - (a) bakki hojichaa negeenyaa fi fayyummaa hojjetootaa irratti balaa kan hin qaqqabsiisne tahuu mirkaneessuu;
 - (b) meeshaalee ittisa balaa hojjettootaaf dhiyeessuufi haala itti fayyadama isaanii qajeelfama kennuuf dirqama qaba.
- 2) Hojjetaan mootummaa kamiyyuu
 - (a) qajeelfamoota negeenyaa fi fayyummaa eeguuf bahan kabajuu;
 - (b) meeshaalee ittisa balaaf kennaman sirnaan qabuu fi
 - (c) haalli balaa qaqqabsiisuu danda'an jiraachuu isaanii yoo tilmaame itti gaafatamaa mana hojjichaa dhimmi ilaaluuf yeroo dhuma sana beeksisuuf dirqama qaba.

45. Miidhaa Sababa Hojii Irratti Gahuuf Yaalii fi Boqonnaa Kennamu

- 1) Hojjetaa mootummaa sababa hojiitiin miidhaan irra gahuuf baasii yaallif barbachisu manni hojii isaa ni danda'a.

፫. በዚህ አንቀጽ መሠረት ማንኛውም የመንግሥት ሠራተኛ ለሚያገኘው የሕክምና አገልግሎት የሚያደርገውን የመዋጮ መጠን ኮሚሽኑ የፋይናንስ ቢሮ እና የጤና ጥበቃ ቢሮ በጋራ አጥንተው ለአድሚኒስቴራዊ ቤት ቀርቦ በሚወሰነው ደንብ መሠረት ይፈጽማል።

፬. በዚህ አንቀጽ ንዑስ አንቀጽ /፫/ መሠረት የሚወሰነው የመዋጮ መጠን ለሁሉም የመንግሥት ሠራተኞች እኩል ይሆናል።

ክፍል አምስት

የሥራ አካባቢ ደህንነትና ጤንነት

፵፫. በሥራ ላይ ስለሚደርስ ጉዳት

፩. በሥራ ላይ ስለሚደርስ ጉዳት አግባብ ባለው የአሠሪና የሠራተኛ ጉዳይ ህግ የተሰጠው ትርጓሜ ለዚህም ክፍል ድንጋጌዎች ተፈጻሚ ይሆናል።

፪. በዚህ አንቀጽ ንዑስ አንቀጽ /፩/ የተመለከተው ቢኖርም ሠራተኛው ሆኖ ብሎ በተለይም በመንግሥት መሥሪያ ቤቱ አስቀድሞ በግልጽ የተሰጠውን የደህንነት መጠበቂያ መረጃዎች በመጣስ ወይም አካሉን ወይም አእምሮውን ለመቆጣጠር በማይቻልበት ሁኔታ በመጠጥ ወይም በአደንዛዥ ዕጽ ሰከሮ በሥራ ላይ በመገኘቱ የደረሰበት ጉዳት በሥራው ምክንያት እንደ ደረሰ ጉዳት አይቆጠርም።

፵፬. ስለአደጋ መከላከያ እርምጃዎች

፩. ማንኛውም የመንግሥት መሥሪያ ቤት፡

ሀ) የሥራ ቦታው በሠራተኞች ደንገነትና ጤንነት ላይ አደጋ የማያስከትል መሆኑን የማረጋገጥ፤

ለ) የአደጋ መከላከያ መሣሪያዎችና ቁሳቁሶችን ለሠራተኞች የማቅረብና ስለአጠቃቀማቸው መመሪያ የመስጠት ኃላፊነት አለበት።

፪. ማንኛውም የመንግሥት ሠራተኛ፡

ሀ) ደህንነትንና ጤንነትን ለመጠበቅ የወጡ መመሪያዎችን የማከበር፤

ለ) የተሰጡትን የአደጋ መከላከያ መሣሪያዎችና ቁሳቁሶች በአግባቡ የመጠቀም፤ እና

ሐ) አደጋ ሊያስከትሉ የሚችሉ ሁኔታዎች መኖራቸውን ሲገምት ለሚመለከተው የመሥሪያ ቤቱ ኃላፊ ወዲያውኑ የማሳወቅ ግዴታ አለበት።

፵፭. ከሥራ በመጣ ጉዳት ምክንያት ስለሚሰጥ ሕክምናና ፈቃድ

፩. በሥራው ምክንያት ጉዳት የደረሰበት የመንግሥት ሠራተኛ የሚያስፈልገውን የሕክምና ወጪ መሥሪያ ቤቱ ይችላል።

- (3) The commission, the Oromia Finance Bureau and the Health Bureau shall jointly undertake studies regarding the amount of contributions to be made by civil servants towards the medical benefits they are entitled to under this Article and Submit same for the approval of the Council of Regional Government.
- 4) The amount of contribution to be determined under Sub-Article (3) of this Article shall be made equal for all civil servants.

PART FIVE**Occupational Safety and Health****43. Employment Injury**

- 1) The definition given to the term "Employment Injury" under the appropriate Labour proclamation shall also apply to the provisions of this part.
- 2) Notwithstanding the provisions of Sub-Article (1) of this Article, any injury sustained by the deliberate act of the civil servant, in particular, by his non-observance of express safety instructions or by reporting to work in a state of intoxication shall not be deemed an employment injury

44. Safety Measures

- 1) Any government office shall have the responsibility to;
 - (a) ensure that the work place does not cause hazard to the health and safety of civil servants;
 - (b) provide civil servants with protective devices and materials and give them instructions on their usage;
- 2) Any civil servant shall have the obligation to;
 - (a) observe directives issued in relation to safety and health;
 - (b) properly use safety devices and give them instructions on their usage;
 - (c) promptly inform the concerned official of any situation which he may have reason to believe could present a hazard.

45. Medical Benefits and Injury Leave

- 1) The government office shall cover the necessary medical expenses incurred by a civil servant due to employment injury.

2) Hojjetaa mootummaa hojii irratti miidhaan irra gahe miidhaa isaa irraa fayyee hanga gara hojii irratti deebi'utti yookiin sababa miidhaa irra gaheen hanga dhumaatti hojii hojjechuu kan hin dandeenye tahuun ragaa mana yaalaatiin hanga mirkana'utti boqonnaan dhukkubaaf kennamu haala kamiinuu ji'a 12 hin caalu.

3) Ji'a kudha lama keessatti hojjetaan mootummaa mii dhaa isaa irraa fayyee hojiitti deebi'uu hin dandeenye akkaataa labsii kana keewwata 46 tti faayidaaleen tumaman ni eegamaaf.

4) Hojjetichi yaalii kennamuuf haalaan hordofuu dhiisuun yookiin ajaja mana yaalaan kennamuuf kabajuu dhiisuudhaan yoo yaalii isaa tursiise bu'uura keewwata kanaa keewwata xiqqaa (1) fi (2) tti hayyamni yaalii fi boqonnaa kennamuuf ni hafa.

46. Soorama Miidhaa fi Kaffaltii Beenyaa

1) Sababa miidhaa hojii irraa dhuffeen guutummaa guutuutti hanga xumuraatti yookiin muraasaan hojjechuuf dandeettii kan dhabe hojjetaa dhabbataaf mirgi seeraa sooramaan kenname ni eegamaaf.

2) Sababa miidhaa hojii irraa dhuffeen hojjetaa mootummaa yeroo dandeettii hojjechuu guutummaa guutuutti hanga xumuraatti dhabeef baa'iini beenyaa sababa miahaatiin kafalamuuf mindaa isaa waggaa tokko shaniin baa'isuutiin ta'a.

3) Miidhaan hojjetaa mootummaa yeroo irra gahe muraasaan hanga xumuraatti dandeettii hojjechuu dhabuu yoo tahe, baa'inni kaffaltiin beenyaa raawwatamu akkaataa keewwata xiqqaa(2) irratti kaffaltii hundaa'e tahee sadarkaa dandeettii hojjechuu dhabuun kan wal-madaalu ta'a.

4) Miidhaan miidhaa cimaa qaama yookiin bifa balleessuu geessise dandeettii hojii dhabsiisuu yoo geessisuu baates raawwii tumaa keewwata kanaatiif akka dandeettii hojii dhabuu muraasaa hanga xumuraatti ni lakkaawama.

5) Hojjetichi sababa miidhaa irra gaheen yoo du'e:

(a) hojjetichi hojjetaa mootummaa dhaabbataa yoo tahe bu'uura seera sooraa maatiin durgoo sooraa, yookiin

(b) hojjetaan du'e hojjetaa mootummaa yeroo taanaan keewwata kanaa keewwata xiqqaa (2) jalatti kan ibsame beenyaa mii-dhaa bakka bu'oota isaaf ni kaffalama.

፪. በሥራ ምክንያት ጉዳት የደረሰበት የመንግሥት ሠራተኛ ከጉዳቱ ድኖ ወደ ሥራው እስከሚመለስ ወይም በጉዳቱ ምክንያት ለዘለቄታው መሥራት የማይችል መሆኑ በሕክምና ማስረጃ እስከሚረጋገጥ ድረስ የሕመም ፈቃድ ከሙሉ ደመወዝ ጋር ይሰጠዋል፤ ሆኖም የሚሰጠው የሕመም ፈቃድ በማናቸውም ሁኔታ ከ፲፪ ወር አይበልጥም።

፫. በአሥራ ሁለት ወር ጊዜ ውስጥ ከጉዳቱ ድኖ ወደ ሥራ መመለስ ያልቻለ የመንግሥት ሠራተኛ በዚህ አዋጅ አንቀጽ ፵፯ የተደነገጉት ጥቅሞች ይጠበቁለታል።

፬. ሠራተኛው ሕክምናውን በአግባቡ ባለመከታተሉ ወይም በሃኪም የተሰጠውን ትዕዛዝ ባለማከበሩ ህክምናውን ያንተቱ፤ እንደሆነ በዚህ አንቀጽ ንዑስ አንቀጽ ፩/ እና ፪/ መሠረት የሚሰጠው ሕክምና ፈቃድ ይቋረጥበታል።

፵፯. ስለጉዳት ጡረታና ካሣ ክፍያ

፩. ከሥራ በመጣ ጉዳት ምክንያት ዘላቂ ሙሉ ወይም ከፊል የመሥራት ችሎታውን ያጣ ቋሚ የመንግሥት ሠራተኛ አግባብ ባለው የጡረታ ሕግ የተሰጠው መብት ይጠበቅለታል።

፪. ከሥራ በመጣ ጉዳት ምክንያት ዘላቂ ሙሉ የመሥራት ችሎታውን ያጣ ጊዜያዊ የመንግሥት ሠራተኛ የሚከፈለው የጉዳት ካሣ መጠን የአንድ ዓመት ደመወዙ በአምስት ተግባቶ የሚገኘው የክፍያ መጠን ይሆናል።

፫. በጊዜያዊ የመንግሥት ሠራተኛው ላይ የደረሰው ጉዳት ዘላቂ ከፊል የመሥራት ችሎታ ማጣት ከሆነ የሚከፈለው የጉዳት ካሣ መጠን በዚህ አንቀጽ ንዑስ አንቀጽ ፪/ በተመለከተው ክፍያ ላይ የተመሠረተ ሆኖ ከመሥራት ችሎታ ማጣቱ ደረጃ ጋር ተመጣጣኝ ይሆናል።

፬. ከባድ የአካል ወይም የመልክ መበላሸትን ያደረሰ ጉዳት የመሥራት ችሎታ ማጣትን ባያስከትልም ለዚህ አንቀጽ ድንጋጌዎች አፈጻጸም እንደዘላቂ ከፊል የመሥራት ችሎታ ማጣት ይቆጠራል።

፭. ሠራተኛው በደረሰበት ጉዳት ምክንያት የሞተ እንደሆነ፤

ሀ) ሟች ቋሚ የመንግሥት ሠራተኛ ከሆነ አግባብ ባለው የጡረታ ሕግ መሠረት የጡረታ አበል፤ ወይም

ለ) ሟቹ ጊዜያዊ የመንግሥት ሠራተኛ ከሆነ በዚህ አንቀጽ ንዑስ አንቀጽ ፪/ የተመለከተው የጉዳት ካሳ፤ ለተተኪዎቹ ይከፈላል።

2) Any civil servant who has sustained an employment injury shall be entitled to injury leave with pay until he recovers and resume work or until it is medically certified that he is permanently disabled; provided, however, that the leave so granted shall not exceed 12 months.

3) A civil servant who is unable to recover and resume work within 12 months shall be entitled to the benefits provided for under Article 46 of this Proclamation.

4) Where the civil servant delays his recovery by not following the treatment properly or by his non observance of doctor's instructions, his entitlement of the medical benefits and leave under Sub-Article (1) and (2) of this Article shall cease.

46. Disability Pension and Compensation

1) A permanent civil servant who has sustained permanent total or partial disability due to employment injury shall be entitled to benefits provided for in the relevant pension law.

2) A temporary civil servant who has sustained permanent total disability shall be entitled to compensation amounting to five times of his annual salary.

3) Where the disability sustained by the temporary civil servant is permanent partial disability, the amount of compensation shall be calculated on the basis of the sum referred to in Sub-Article (2) of this Article and shall be proportional to the degree of the disability.

4) Injuries, causing serious deformity although not resulting in disability, shall be considered as permanent partial disability for the purpose of the provisions of the Article.

5) Where an employment injury resulted in the death of the civil servant, his survivors shall be entitled to;

(a) survivors pension gratuity payable under the relevant pension law if the deceased was a permanent civil servant, or

(b) compensation under Sub-Article (2) of this Article, if he was a temporary civil servant.

47. *Ashuuraa irraa bilisa tahuu*

Akkaataa labsii kana keewwata 46tiin kaffaltiin raawwatamu ashuuraa irraa bilisa taha. akkasumas idaadhaan qabamuu, waldandeessisuudhaan hiri'ifamuu yookiin abbaan mirgaa dabarsuu hin danda'u.

48. *Kaffaltii Beenyya Qaama Sadaffaa Irraa Gaafatamuu*

- 1) Miidhaan hojjeticha irra gahe sababa balleessaa qaama sadaffaatiin yoo tahe, manni hojichaa sababa miidhaatiin baasii hojjetichaaf baaseef qaama miidhaa geessise irraa beenyaa gaafachuuf mirga ni qabaata.
- 2) Hojjetichi qaama miidhaa isa irra geessise irraa beenyaa kan fudhate yoo ta'e, manni hojichaa akkaataa labsii kana keewwata 45tiin baasii baase mindaa hojjetichaa irraa hir'isuu ni danda'a.

KUTAA JAHAA

Leenjii Hojjetoota Mootummaa

49. *Kaayyoo Leenjii*

Hojjetaan mootummaa akka leenjifamuu kan taasifamuu dandeettii hojii isaa fooyyessee hojii itti ramadame irratti bu'aa argamsiisuuf akka danda'u yookiin sadarkaa ogummaa irratti hundaa'ee itti gaafatamummaa caaluuf akka of qopheessu taasisuudhaaf.

50. *Itti Gaafatamummaa Hojjetoota Mootummaa Leenjisu*

- 1) Tokkoon tokkoon manneen hojii mootummaa mana hojichaa fi hojjetaaf leenjii barbaachisu qorachuudhaan karoora baasuu fi baajata hayyamsiisuudhaan hojjetootni leenjii barbaachisaa ta'e akka argatan taasisuu fi komishinichaaf beeksisuuf itti gaafatamummaa qaba.
- 2) Komishinichi
 - (a) fedha leenjii manneen hojii mootummaa bu'ura taasifachuudhaan ogeessota bulchiinsa humna namaa ni leenjisa;
 - (b) sagantaalee leenjii manneen hojii mootummaa adda addaa ni qindeessa, deeggarsa ni kenna.
- 3) Komishinichi leenjii hojjetoota mootummaa bu'a qabeessa taasisuuf imaammata leenjii biyya keessaa fi biyya alaa itti kennamuu danda'u ni qopheessa, raawwii isaa ni to'ata.

፵፯. ከግብር ነፃ ስለመሆን

በዚህ አዋጅ አንቀጽ ፵፮ መሠረት የሚደረግ ክፍያ ከግብር ነፃ ይሆናል፤ እንዲሁም በእዳ ሊከበር ወይም በማቻቻያነት ሊቀነስ ወይም ባለመብቱ ሊያስተላልፈው አይችሉም።

፵፰. ከሦስተኛ ወገን ስለሚጠየቅ የካሣ ክፍያ

፩. በሠራተኛው ላይ የደረሰው ጉዳት በሦስተኛ ወገን ጥፋት ምክንያት የደረሰ እንደሆነ የመንግሥት መሥሪያ ቤቱ በጉዳት ምክንያት ለሠራተኛው ባወጣው ወጭ መጠን ጉዳቱን ካደረሰ ወገን ካሣ የመጠየቅ መብት ይኖረዋል።

፪. ሠራተኛው ጉዳቱን ካደረሰበት ወገን ካሣ የተቀበለ እንደሆነ የመንግሥት መሥሪያ ቤቱ በዚህ አዋጅ አንቀጽ ፵፭ መሠረት ያወጣውን ወጭ ከሠራተኛው ደመወዝ ላይ ሊቀንስ ይችላል።

ክፍል ስድስት
የመንግሥት ሠራተኞች ሥልጠና

፵፱. የሥልጠና ዓላማ

የመንግሥት ሠራተኛ እንዲሰለጥን የሚደረገው የሥራ ችሎታውን አሻሽሎ በተመደበበት ሥራ ላይ የተሻለ የሥራ ውጤት ለማስገኘት እንዲችል ወይም በሙያ መሰላል ላይ ተመስርቶ ለበለጠ ኃላፊነት ዝግጅት እንዲኖረው ለማድረግ ነው።

፶. የመንግሥት ሠራተኞችን የማሠልጠን ኃላፊነት

፩. እያንዳንዱ የመንግሥት መሥሪያ ቤት ለመሥሪያ ቤቱ እና ለሠራተኛው የሚያስፈልገውን ሥልጠና በማጥናት ዕቅድ በማውጣትና በጀት በማስፈቀድ ሠራተኞቹ አስፈላጊውን ሥልጠና እንዲያገኙ የማድረግና ለኮሚሽኑ የማሳወቅ ኃላፊነት አለበት።

፪. ኮሚሽኑ፡

ሀ) የመንግሥት መሥሪያ ቤቶችን የሥልጠና ፍላጎት መሠረት በማድረግ የሰው ኃይል አስተዳደር ባለሙያዎችን ያሰለጥናል፤

ለ) የልዩ ልዩ የመንግሥት መሥሪያ ቤቶችን የሥልጠና ፕሮግራሞች ያስተባብራል ድጋፍ ይሰጣል።

፫. ኮሚሽኑ የመንግሥት ሠራተኞች ሥልጠና ውጤታማ እንዲሆን ለማድረግ በአገር ውስጥና በውጭ አገር የሚሰለጥኑበትን ሁኔታ በሚመለከት ፖሊሲ ያወጣል አፈፃፀሙንም ይቆጣጠራል።

47. Exemption from Tax

Any payment to be made pursuant to Article 46 of this Proclamation shall be exempt from taxation and may not be attached, deducted by way of set off assigned by the beneficiary.

48. *Claims of Compensation from Third Party*

1) Where the injury sustained by the civil servant is caused by the fault of a third party, the government office shall be entitled to claim compensation from the third party an amount equal to the expenses which it has incurred due to the injury.

2) In the event that the civil servant receives compensation from the third party that caused the injury, the government office may deduct from the salary of the civil servant, the expenses incurred pursuant to Article 45 of this Proclamation.

PART SIX

Training of Civil Servants

49. *Objectives*

A civil servant may be trained to improve his capability and achieve better performance or to prepare him for higher responsibility based on career development.

50. *Responsibility to Train Civil Servants*

1) Every government office shall have the duty to identify the training needs of the office and the civil servants and to prepare plans and budget for training and thereby ensure that the civil servants receive the necessary training and furnish information thereon to the commission.

2) The Commission shall;

(a) train human resource management staff on the basis of the training needs of government offices;

(b) coordinate and support the training program of the different government offices.

6) To make the training of civil servants effective, the commission shall issue a policy with regard to the conditions of their training locally and abroad and supervise the implementation of same.

KUTAA TORBA

Haala Qabannaa Ragaa Hojjetoota Mootummaa

51. Kuusaa Dhuunfaa

- 1) Manni hojii mootummaa kamiyyuu hojjetaa mootummaa dhaabbataadhaaf mataa mataatti ragaaleen barbaachisaa ta'an kan itti qabamu kuusaan dhuunfaa akka jiraatu ni taasisa.
- 2) Hojjetaan mootummaa kamiyyuu ragaalee kuusaa dhuunfaa isaa keessatti argaman ilaal-uuf yookiin garagalchii isaa fudhachuuf mirga ni qabaata.
- 3) Bulchiinsa hojjetoota dhimmi ilaalu irraan kan hafe itti gaafatamaan mana hojichaa osoo hin hayyamiin namni kamuu kuusaa dhuunfaa hojjetootaa ilaal-uuf hin danda'u.
- 4) Ragaa barreeffamaa hojjetaan mootummaa tokko hin beekne kuusaa dhuunfaa isaa keessa kaa'uun dhorkaa dha.
- 5) Manni hojii mootummaa kamiyyuu qajeelfama qaamni seeraan aangoon kennameef baasuun yeroo murtaa'eef kuusaa hojjetaa mootummaa eegee tursiisuuf itti gaafatamummaa ni qaba.

52. Ragaalee Istaatiksii

Komishinichi ragaalee Istaatiksii dhimma hojjetoota mootummaa ilaallatan walitti qabuu fi qindeessuuf itti gaafatamummaa ni qabaata.

KUTAA SADDEET

Dirqamaa fi Naamusa Hojjetoota Mootummaa

53. Dirqama Hojjetoota Mootummaa

Hojjetaan mootummaa kamiyyuu:

- 1) ummataa fi seera mootummaaf amanamaa tahuu;
- 2) Dandeettii fi humna qabu hunda tajaajila ummataaf oolchu;
- 3) Gahee hojii akaakuutiin kennamufii ajajoota bira haala seera qabeessa taheen kennamufii raawwachuu;
- 4) Seerota danbiwwanii fi qajell-famoota dhimma hojii mootummaa ilaalan kabajuu qaba.

54. Naamusa Hojjetoota mootummaa

Hojjetaan mootummaa kamiyyuu tumoota kutaa kana keessatti ibsamanii fi qajeelfamoota Naasaa kan biroo mootummaan baasuu buluu qaba.

ክፍል ሰባት

የመንግሥት ሠራተኞች የመረጃ

አያያዝ

፶፩. የግል ማሕደር

፩. ማንኛውም የመንግሥት መሥሪያ ቤት ስለ እያንዳንዱ ቋሚ የመንግሥት ሠራተኛ አግባብነት ያላቸውን መረጃዎች የሚይዝ የግል ማሕደር እንዲኖር ያደርጋል።

፪. ማንኛውም የመንግሥት ሠራተኛ በግል ማሕደሩ ውስጥ የሚገኙትን ማስረጃዎች የመመልከት ወይም ግልባጩን የመውሰድ መብት ይኖረዋል።

፫. ከሚመለከታቸው የአስተዳደር ሠራተኞች በስተቀር የመንግሥት መሥሪያ ቤቱ የበላይ ኃላፊ ሳይፈቅድ ማንኛውም ሰው የመንግሥት ሠራተኛውን የግል ማሕደር ማየት አይችልም።

፬. የመንግሥት ሠራተኛው ያላወቀውን የጽሁፍ ማስረጃ በግል ማሕደሩ ውስጥ ማስቀመጥ ክልክል ነው።

፭. ማንኛውም የመንግሥት መሥሪያ ቤት በሕግ ስልጣን የተሰጠው አካል በሚያወጣው መመሪያ ለተወሰነው ጊዜ የመንግሥት ሠራተኞችን ማህደር ጠብቆ የማቆየት ኃላፊነት አለበት።

፶፪. ስታትስቲካዊ መረጃዎች

ከሚሸኑ የመንግሥት ሠራተኞችን የሚመለከቱ ስታትስቲካዊ መረጃዎችን የመሰብሰብና የማጠናቀር ኃላፊነት ይኖረዋል።

ክፍል ስምንት

የመንግሥት ሠራተኛ ግዴታዎችና

ሥነ ምግባር

፶፫. የመንግሥት ሠራተኛ ግዴታዎች

ማንኛውም የመንግሥት ሠራተኛ፡

፩. ለሕዝቡና ለሕገ መንግሥቱ ታማኝ መሆን፤

፪. መላ ጉልበቱንና ችሎታውን ለሕዝቡ አገልግሎት ማዋል፤

፫. በሥራ ዝርዝሩ ላይ የተሰጡትን ተግባሮችና ሌሎች በሕጋዊ መንገድ የሚሰጡትን ትዕዛዞች መፈጸም፤

፬. የመንግሥትን ሥራ የሚመለከቱትን ሕጎች ደንቦችና መመሪያዎች ማከበር አለበት።

፶፬. የመንግሥት ሠራተኛ ሥነ ምግባር

ማንኛውም የመንግሥት ሠራተኛ ለዚህ ክፍል ድንጋጌዎችና መንግሥት ለሚያወጣቸው ሌሎች የሥነ ምግባር መመሪያዎች ተገዥ መሆን አለበት።

PART SEVEN

Managing Information Profile of Civil Servants

51. Personnel Records

1) Every government office shall keep personnel records containing all relevant information regarding each permanent servant.

2) A civil servant shall have access to all information contained in his personnel records or to have a copy thereof.

3) Any person other than concerned administrative staff not have access to personnel records unless authorized by the head of the government office.

4) It is prohibited to deposit any document in the personnel records of a civil servant without his knowledge.

5) Every government office shall be responsible for keeping personnel records of government office authorized by law.

52. Statistical Data

The Commission shall have the duty to collect and compile statistical data relating to civil servants.

PART EIGHT

Obligation and Ethics of Civil Servants

53. Obligations of Civil Servants

Any civil servant shall;

(a) be loyal to the public and the constitution;

(b) devote his whole energy and ability to the service of the public;

(c) discharge the functions specified in his job description and accomplish other tasks ordered legally;

(d) observe laws, regulations and directives related to the civil service.

54. Ethical conduct of Civil Servants

Any civil servant shall adhere to the provisions of this part and other directives issued by the government on ethical conduct of civil servants.

55. *Iccitii eeguu*

- 1) Hojjetaan mootummaa kamiyyuu nageenya biyyaa fi ummataa kan miidhan tahuu isaaniitiin ragaalee iccitii tahan qaama dhimmi ilaaluun alatti nama kamittuu ibsuu hin qabaatu.
- 2) Keewwata kana keewwata xiqqaa (1) jalatti kan ibsame akkuma eegametti tahee hojjetaan mootummaa hojii raawwatuuf ragaa kamiyyuu kennuu ni danda'a.

56. *Haala Hojii Biraa Hojjechuun Itti Dhorkamu*

- 1) Hojjetaan mootummaa kamiyyuu tajaajila mana hojii isaaf kennu kan hir'isu yookiin haala kamiinuu hojii irratti ramadamee hojjetu waliin kan wal faalleessu yookiin hojjetaa mootummaa tahuu isaatiin kan wal faalleessu hojii kamiyyuu hojjechuun hin qabaatu.
- 2) Tumaan keewwata kana keewwata xiqqaa (1) akkuma eegametti tahee hojjetaan mootummaa kamuu mana hojii isaatti beeksisee yeroo boqonnaa isaatti hojii biraa kamuu hojjechuun ni danda'a.

57. *Hojjetaan Mootummaa Hojii Isaa Dantaa Siyaasaatiif Oolchuu Dhiisuu*

- 1) Hojjetaan mootummaa kamiyyuu hojii isaa dantaa siyaasaaf oolchuu fi haaluma kanaan loogii raawwachuu hin qabaatu.
- 2) Keewwata kana keewwata xiqqaa (1) jalatti kan tumame haala walii galaatiin akkuma eegametti tahee hojjetaan mootummaa kamiyyuu sa'aa idilee hojii mootummaa fi itti gaafatamummaa isaa jaar-miyaa siyaasaa yookiin deeggarra miseensota isaaf yookiin mormii walitti qabuufi itti yookiin fayyadamuun dhorkaaddha.

58. *Wal Dhabiiinsa Hojii Mootummaa fi Faayidaa Dhuunfaa Gidduutti Uumamu*

- 1) Hojjetaan mootummaa kamiyyuu dantaa mataa isaa ykn fira isaa ykn ijoollee isaa waliin kan wal-qabatee fi itti gaafatamummaa hojii isaa waliin dhimmi walitti buusuu yeroo uumamu itti gaafatamaa isaaf bareeffamaan beeksisuu qabaata.
- 2) Haalli keewwata kana keewwata xiqqaa 1 jalatti ibsame yeroo mud'atee fi itti gaafatamaa dhimmichi ibsameef barbaachisaa tahee argamnaa hojjetaan mootummaa biraa bakka bu'e akka hojjetu taasisuu ni danda'a.

፶፭. ምስጢር ስለመጠበቅ

፩. ማንኛውም የመንግሥት ሠራተኛ የሀገርንና የሕዝብን ደኅንነት የሚጎዱ በመሆናቸው ምስጢር የተባሉ መረጃዎችን ለሚመለከተው አካል ካልሆነ በስተቀር ለማንኛውም ሰው መግለጽ የለበትም።

፪. የዚህ አንቀጽ ንዑስ አንቀጽ /፩/ ድንጋጌ እንደተጠበቀ ሆኖ የመንግሥት ሠራተኛ ስለሚያከናውኑ ሠራማንኛውንም መረጃ ለመስጠት ይችላል።

፶፮. ሌላ ሥራ መሥራት የሚከለክልበት ሁኔታ

፩. ማንኛውም የመንግሥት ሠራተኛ ለመሥሪያ ቤቱ የሚሰጠውን አገልግሎት የሚያንድል ወይም በማናቸውም አኳኋን ከተመደበበት ሥራ ጋር የሚቃረን ወይም ከመንግሥት ሠራተኛነቱ ጋር የማይጣጣም ማናቸውም ሌላ ሥራ መስራት የለበትም።

፪. የዚህ አንቀጽ ንዑስ አንቀጽ /፩/ ድንጋጌ እንደተጠበቀ ሆኖ ፣ ማንኛውም የመንግሥት ሠራተኛ ለመሥሪያ ቤቱ አሳውቆ በትርፍ ጊዜው ማናቸውንም ሌላ ሥራ መሥራት ይችላል።

፶፯. ከፖለቲካ ተሳትፎ ገለልተኛ ስለመሆን

፩. ማንኛውም የመንግሥት ሠራተኛ ሥራውን ለፖለቲካ ጥቅም ማዋልና በዚሁ ምክንያት አድልዎ መፈጸም የለበትም።

፪. በዚህ አንቀጽ ንዑስ አንቀጽ /፩/ የተደረገው አጠቃላይ አነጋገር እንደተጠበቀ ሆኖ ማንኛውም የመንግሥት ሠራተኛ የመንግሥትን መደበኛ የሥራ ሰዓትና ኃላፊነቱን ለማንኛውም የፖለቲካ ፓርቲ ወይም ለአባላቱ ድጋፍ ወይም ተቃውሞ በማሰብ ባሰብ ተግባር ማዋል የተከለከለ ነው።

፶፰. በመንግሥት ሥራና በግል ጥቅም መካከል ስለሚፈጠር ግጭት

፩. ማንኛውም የመንግሥት ሠራተኛ ከራሱ ወይም ከዘመዱ ወይም ከወዳጁ ጥቅም ጋር የተያያዘና ከሥራ ኃላፊነቱ ጋር ግጭት የሚፈጥርበት ጉዳይ ሲያጋጥመው ለአለቃው በጽሁፍ ማሳወቅ አለበት።

፪. በዚህ አንቀጽ ንዑስ አንቀጽ /፩/ የተጠቀሰው ሁኔታ ሲያጋጥምና ጉዳዩ የተገለጸለት ኃላፊ አስፈላጊ ሆኖ ሲያገኘው ሌላ የመንግሥት ሠራተኛ ተተክቶ ሥራውን እንዲያከናውን ሊያደርግ ይችላል።

55. *Secrecy*

- 1) Except to the concerned organ, any civil servant may not disclosed to any person classified information that might endanger the security of the state and the Public.

- 2) Without prejudice to the provision of Sub-Article (1) of this article, any civil servant may provide any information relating to his duty.

56. *Prohibition of Engagement in Other Activities*

- 1) No civil servant shall engage in any other activities which might impair his service or be in conflict with his duties or inconsistent with his position as a civil servant.

- 2) Without prejudice to the provisions of sub-article (1) of this article, a civil servant may after informing the government office, engage in any other activity during his leisure time.

57. *Neutrality from Political Involvement*

- 1) Any civil servant may not use his position to promote his political interest and thereby engage in discriminatory practices.

- 2) Without prejudice to the generality of Sub-Article (1) of this Article, it is prohibited for any civil servant to use his regular working hours and position for soliciting support or instigating opposition for or against any political or members thereof.

58. *Conflict of Interest*

- 1) Any Civil Servant shall report in writing to his superior every case in which between his private interest or that of his relative or friend and his duties has arisen.

- 2) Where the case stated in Sub-Article (1) of this Article arises and if the superior to whom the same is reported finds it necessary may assign another Civil Servant to execute the duty.

59. *Waa'ee kennaa*

Hojjetaan mootummaa kamiyyuu hojjetaa mootummaa ta'uu isaatiin tajaajila kenneef yookiin akka kennu irraa eegamuuf kennaa gosa kamuu gaafachuu yookiin fudhachuu hin qabaatu.

60. *Galii Beeksisuu*

Hojjetaan mootummaa kamiyyuu barbaachisummaan isaa itti amana-mee mana hojii mootummaa isaatiin yoo gaafatame mindaa isaatiin alatti galii argatu ibsuu qaba.

61. *Dirqama Qorannoo Mana Yaalaaf Dhiyaachuu*

1) Hojjetaan mootummaa kamiyyuu qorannoo "HIV AIDS" irraa kan hafe sababa gahaa tahee fi hojicha waliin haala wal-qabateen qorannoo mana yaalaa akka taasisu mana hojii isaatiin yeroo gaafatame qorannoo dhiyyaachuuf dirqama qaba.

2) Akkaataa keewwata kana keewwata xiqqaa (1) jalatti ibsameen qorannoo mana yaalaa taasisamuuf baasii barbaachisu manni hojichaa ni danda'a.

62. *Qabiinsaa fi Itti Fayyadama Qabeenya*

Hojjetaan mootummaa kamiyyuu meeshaalee raawwannaa hojiif kennamaniifii hojiif tajaajilan haalaan eeguu fi itti fayyadamuuf itti gaafatamummaa qaba.

63. *Dirqama Idaatiin Gaafatamuu*

Hojjetaan mootummaa kamiyyuu meeshaalee raawwannaa fi tajaajila hojiif kennamaniif irrattii miidhaa gahuuf yookiin badii gahuuf idaadhaan itti gaafatamaa kan ta'u miidhaan yookiin badiin gahu hir'ina ofeeggannaa hojjetichaatiin yookiin beekaa sababa raawwatameen kan gahe yoo tahedha.

KTAA SAGAL**Tarkaanfiiwwan Naamusaa**64. *Kaayyoo Adabbii Naamusaa*

KKaayyoon adabbii naamusaa hojjetaan mootummaa hir'ina naamusaa raawwatameef balleessaa isaa baree akka gaabbee of sirreessuu fi hojjetaa gahaa akka tahu dandeessuuf yookiin kan of hin sirreesine tahee argamnaa hojii irraa gaggeessuufii dha.

፶፱. ስለስጦታ

ማንኛውም የመንግሥት ሠራተኛ በመንግሥት ሠራተኛነቱ ለሰጠው ወይም እንዲሰጥ ለሚጠበቀው ግልጋሎት ማንኛውንም ዓይነት ስጦታ መጠየቅ ወይም መቀበል የለበትም።

፷. ገቢን ስለማሳወቅ

ማንኛውም የመንግሥት ሠራተኛ አስፈላጊነቱ ታምኖበት በመንግሥት መሥሪያ ቤቱ ሲጠየቅ ከደመወዙ ሌላ የሚያገኘውን ገቢ መግለጽ አለበት።

፷፩. ለሕክምና ምርመራ የመቅረብ ግዴታ

፩. ማንኛውም የመንግሥት ሠራተኛ ከኤች.አይ.ቪ/ኤድስ ምርመራ በስተቀር ከሥራው ጋር በተያያዘ በቂ ምክንያት የህክምና ምርመራ እንዲያደርግ በመንግሥት መሥሪያ ቤቱ ሲጠየቅ ለምርመራ የመቅረብ ግዴታ አለበት።

፪. በዚህ አንቀጽ ንዑስ አንቀጽ/፩/ መሠረት ለሚደረግ የሕክምና ምርመራ የሚያስፈልገውን ወጪ የመንግሥት መሥሪያ ቤቱ ይኸፋል።

፷፪. የንብረት አያያዝና አጠቃቀም

መንኛውም የመንግሥት ሠራተኛ ለሥራው ማከናወኛ የተሰጡትን መሣሪያዎችና መገልገያዎች በአግባቡ የመጠበቅና የመጠቀም ኃላፊነት አለበት።

፷፫. በዕዳ የመጠየቅ ኃላፊነት

ማንኛውም የመንግሥት ሠራተኛ ለሥራው ማከናወኛ በተሰጡት መሣሪያዎች መገልገያዎች ላይ በሚደርስ ጉዳት ወይም ጥፋት በዕዳ ተጠያቂ የሚሆነው ጉዳቱ ወይም ጥፋቱ በሠራተኛው ቸልተኝነት ወይም ሆን ተብሎ በተፈጸመ ድርጊት ምክንያት የደረሰ እንደሆነ ነው።

ክፍል ዘጠኝ**የዲሲፕሊን እርምጃዎች**

፷፬. የዲሲፕሊን ቅጣት ዓላማ

የዲሲፕሊን ቅጣት ዓላማ የመንግሥት ሠራተኛ በፈጸመው የዲሲፕሊን ጉድለት ተጽጽቶ እንዲታረምና ብቁ ሠራተኛ እንዲሆን ለማስቻል ወይም የማይታረም ሆኖ ሲገኝ ለማሰናበት ነው።

59. *Gifts*

No civil servant may demand or accept any gift in return of services rendered or expected

60. *Declaration of Income*

When necessary and upon request of the government office, any civil servant shall declare all his income other than his salary.

61 *Compulsory Medical Examination*

1) Any Civil Servant shall have the obligation to take medical examination, with the exception for HIV/AIDS, when required by the government office on sufficient grounds related to the service.

2) Expenses incurred pursuant to sub-article (1) of this article shall be covered by the government office.

62. *Handling and use of property*

Any civil servant shall be liable for the damage or loss of equipment and materials provided to him for the carrying out of his duties.

63. *Extent of Liability*

Any civil servant shall be liable for the damage or loss of equipment and materials provided to him for the carrying out of his duties, where such damage or loss is caused by his negligence or intentional act.

PART NINE**Disciplinary Measures**64. *Objectives of disciplinary penalties*

The objectives of disciplinary penalty shall be to rehabilitate a delinquent civil servant when he can learn from his mistakes and become a reliable civil servant or to discharge him when he becomes recalcitrant.

65. *Gosoota Adabbii Naamusaa fi Akkaataa Ramaddii Isaanii*

- 1) Hojjetaan mootummaa hir'ina naamusaa raawwate akkaataa ulfina balleessaa raawwatam- een adabbiiwwan kanatti aanan keessaa tokkoon isatti murteeffamuu ni danda'a.
 - (a) akeekkachiisa afaanii;
 - (b) akkeekkachiisa barreeffamaa;
 - (c) adabbii mindaa hanga ji'a tokko gahu;
 - (d) adabbii mindaa hanga ji'a sadii gahu;
 - (e) sadarkaa Hojii fi Mindaa irraa gadi buusuu;
 - (f) hojii irraa gaggeessuu.
 - 2) Keewwata kana keewwata xiqqaa (1) jalatti (a-c)tti kan tarreeffaman adabbiiwwan naamusaa salphaa jedhamanii ramadamu,
 - 3) Keewwata kana keewwata xiqqaa 1 jalatti (d-f)tti kan tarreeffaman adabbiiwwan naamusaa cimaa jedhamanii ramadamu
66. *Badiiwwan Adabbii Naamusaa Cimaa Geessisan*
- Badiiwwan Kanaa Gadii Adabbii Naamusaa Cimaa Geessisuu ni Danda'u
- 1) Ajaja dhimma hojiitiif kennamu kabajuu dhiisuudhaan hir'ina of eegannootiin, dhibaa'u- ummaadhaan yookiin sirna raawwannaa hojii hordofuu dhiisuudhaan hojii irra miidhaa geessisuu;
 - 2) dhimmoota beekaa tursiisuu yookiin abbootii dhimmaa dhamaasisuu;
 - 3) Hojiin akka hin hojjetamne beekaa jeequu yookiin warra jeequ wajjin wal tahuu;
 - 4) Tarkaanfiiwwan adaba naamusaa salphaadhaan of sirrees- suu dhabuudhaan sababii gahaa malee deddeebi'anii hojii irraa hafuu yookiin sa'aa- tii hojii kabajuu dhabuu;
 - 5) Iddoo hojiitti dubbii kakaasuu- dhaan wal-reebuu;
 - 6) Machii barsiifataan yookiin ar- aada summii sammuu nama adoochuun guutamaniihojii miidhuu;
 - 7) Matta'aa fudhachuu yookiin akka kennamuuf gaafachuu;
 - 8) Iddoo hojiitti hojii faallaa ham- ilee uummataa tahe raawwac- huu;
 - 9) Hattummaa ykn goca amantu- mmaa hirisuu raawwachuu;
 - 10) Gochaa gowwoomsuu yook- iin dogongorsuu raawwach- uu;
 - 11) Meeshaa mana hojichaa irraa- tti dagatummaadhaan yook- iin beekaa miidhaa irraa gees- sisuu;
 - 12) Labsii kana keewwata 57 irr- aatti kan tumame darbuu;
 - 13) Akka malee /taayitaatin fayy- adamuu;
 - 14) keewwata kana irratti hir'ina naamusaaa kaawwamaan, wajjin ulfinni isaa kan wal gitu hir'ina biroo raawwac- huu.

፳፭. የዲሲፕሊን ቅጣት ዓይነቶችና አመዳደብ

- ፩. የዲሲፕሊን ጉድለት የፈጸመ የመንግሥት ሠራተኛ እንደ ጥፋቱ ክብደት ከሚከተሉት ቅጣቶች አንዱ ሊወሰንበት ይችላሉ።
 - ሀ) የቃል ማስጠንቀቂያ፤
 - ለ) የጽሁፍ ማስጠንቀቂያ፤
 - ሐ) እስከ አንድ ወር ደመወዝ የሚደርስ መቀጮ፤
 - መ) እስከ ሦስት ወር ደመወዝ የሚደርስ መቀጮ፤
 - ሠ) ከሥራ ደረጃና ደመወዝ ዝቅ ማድረግ፤
 - ረ) ከሥራ ማሰናበት።
 - ፪. በዚህ አንቀጽ ንዑስ አንቀጽ /፩/ /ሀ/ እስከ /ሐ/ የተዘረዘሩት ቀላል የዲሲፕሊን ቅጣቶች ተብለው ይመደባሉ።
 - ፫. በዚህ አንቀጽ ንዑስ አንቀጽ /፩/ /መ/ እስከ /ረ/ የተዘረዘሩት ከባድ የዲሲፕሊን ቅጣቶች ተብለው ይመደባሉ።
- ፳፮. ከባድ የዲሲፕሊን ቅጣት የሚያስከትሉ ጥፋቶች
- የሚከተሉት ጥፋቶች ከባድ የዲሲፕሊን ቅጣት ሊያስከትሉ ይችላሉ፡
- ፩. ትዕዛዝ ባለማክበር፤ በቸልተኝነት፤ በመለገም ወይም የአሠራር ሥነ ሥርዓትን ባለመከተል በሥራ ላይ በደል ማድረስ፤
 - ፪. ጉዳዮችን ሆን ብሎ ማዘግየት ወይም ባለጉዳዮችን ማጉላላት፤
 - ፫. ሥራ እንዳይሠራ ሆን ብሎ ማወከ ወይም ከሚያውኩት ጋር መተባበር፤
 - ፬. በቀላል የዲሲፕሊን ቅጣት እርምጃዎች ባለመታረም ያለ በቂ ምክንያት በተደጋጋሚ ከሥራ መቅረት ወይም የሥራ ሰዓት አለማክበር፤
 - ፭. በሥራ ቦታ በጠብ አጫሪነት መደባደብ፤
 - ፮. በልማዳዊ ስካር ወይም በአደገዛዥ ዕዕ ሱስ በመመረዝ ሥራን መበደል፤
 - ፯. ጉቦ መቀበል ወይም እንዲሰጠው መጠየቅ፤
 - ፰. በሥራ ቦታ ለሕዝብ ሞራል ተቃራኒ የሆነ ድርጊት መፈጸም፤
 - ፱. የሌብነት ወይም የእምነት ማጉደል ድርጊት መፈጸም፤
 - ፲. የማታለል ወይም የማጭበርበር ድርጊት መፈጸም፤
 - ፲፩. የመሥሪያ ቤቱ ንብረት ላይ ሆን ብሎ ወይም በቸልተኝነት ጉዳት ማድረስ፤
 - ፲፪. በዚህ አዋጅ አንቀጽ ፶፯ የተደነገገውን መተላለፍ፤
 - ፲፫. በሥልጣን አላግባብ መጠቀም፤
 - ፲፬. በዚህ አንቀጽ ከተዘረዘሩት ጋር ተመሳሳይ ክብደት ያለው ሌላ የዲሲፕሊን ጉድለት መፈጸም።

65. Types and classification of Disciplinary penalties

- 1) Depending on the gravity of the offence, one of the following penalties may be imposed on a civil servant for breach of discipline;
 - (a) oral warning;
 - (b) written warning;
 - (c) fine up to one month's salary;
 - (d) fine up to three months salary;
 - (e) down grading;
 - (f) dismissal.
 - 2) The penalties specified under sub-article (1) (a)-(c) of this article shall be classified as simple disciplinary penalties.
 - 3) The penalties specified under sub-Article (1) (d)-(f) of this Article shall be classified as rigorous penalties.
66. *Offences Entailing Rigorous penalties*
- Rigorous disciplinary penalties may be imposed for the following offences;
- 1) To undermine one's duty by being disobedient, negligent or tardy or by non-observance of working procedures;
 - 2) Deliberate procrastination of cases or mistreatment of clients,
 - 3) deliberately obstruct work or to collaborate with others in committing such offence;
 - 4) Injustifiable repeated absenteeism or non-observance of office hours inspire of being penalized by simple disciplinary penalties,
 - 5) to initiate physical violence at the place of work;
 - 6) neglect of duty by being alcoholic or drug addict;
 - 7) to accet or demand bribes;
 - 8) To commit an immoral act at the place of work.
 - 9) to commit an act of theft or breach to trust;
 - 10) To Commit an act of misrepresentation or fraudulent act;
 - 11) To inflict damages to the property of the government due to an intentional act or negligence;
 - 12) To contravene the provisions of article 57 of this proclamation;
 - 13) Abuse of power;
 - 14) to commit any breach of discipline of equal gravity with the offences specified under this article.

67. *Haala Fudhannaa Tarkaanfii Naamusaa*

- 1) Manni hojii mootummaa kamiyyuu himata naamusaa hojjetoota-qulqulleessee yaada murtii itti gaafatamaa hojii dhimmi ilaaluuf kan dhiyeessu koree naamusaa ni dhaaba.
- 2) Hojjetaa mootummaa kam irraatti iyyuu Adabni naamusaa osoo hin murtaa' in duratti hojjetichi balleessaa naamusaa geessise jedhame akka beeku taasisuu fi akka of irraa ittisuuf carraan kennamuufii qaba.
- 3) Adeemsa adabni naamusaa mana murtii kam iyyuu utuu hin eegin yookiin utuu hin hordofin murteeffamuu ni danda'a.

68. *Hojii Irraa Ittisuu*

- 1) Hojjetaa mootummaa tokko hojii irraa ittisamee turuun raawwannaa hojiitiif barbaachisaa tahee yoo argame hojjeticha yeroo ji'a lama hin caalleef hojii fi mindaa irraa ittisanii tursiisuun ni danda'ama.
- 2) Hojjetaa mootummaa tokko yakkaan yookaan balleessaa naamusaatiin seeraan kan himatame yoo tahee fi yoo itti raggaasifameballeessichi hojii irraa kan isa ariisuu tahuun isaa yammuu tilmaamamu hojii irraa ittisamee turuu qaba.

69. *Daangeffama Yeroo*

- 1) Hojjetaa mootummaa balleessaa adaba naamusaa salphaa irraan gahuu danda'u kan raawwate yeroo qorannoo dhimmichaa utuu hin dabalatiin guyyaa balleessan isaa beekamee kaasee hanga ji'a jahaatti yoo tarkaanfiin itti fudhatamuu baate naamusaan gaafatamaa hin ta'u.
- 2) Hojjetaa mootummaa balleessaa naamusaa adaba cimaa irraan gahuu danda'u kan raawwate guyyaa balleessichi beekamee jalqabee waggaa tokko keessatti balleessaa isaaf yoo himaatamuu baate naamusaan gaafatamaa hin ta'u.
- 3) Keewwata kana keewwata xiqqaa (1) yookiin (2) keessatti haala yeroo daangeeffameen itti gaafatamaa tarkaanfiin naamusaa barbaachisaa tahe osoo hin fudhatan hafe gaafatamaa ni ta'a.

KUTAA KUDHAN

Mana Murtii Bulchiinsaa

70. *Hundeeffama Mana Murtii Bulchiinsaa*

- 1) Oliyyannoo falmii hojjetoota mootummaatiin dhihaatu ilaalee kan murteessu manni murtii bulchiinsaa labsii kanaan dhaabbateera.
- 2) Manni murtichaa iyyata ol-iiyannoo dhiyaataniif qoratee murtii kan kennu dhaddachoota ni qabaata.
- 3) Tokko tokkoon dhaddachaa komishinarichaan kan moggaafaman walitti qabaa tokkoo fi Abbootii seeraa lama ni qabaatu.

፳፯. የዲሲፕሊን እርምጃ አወሳሰድ

፩. ማንኛውም የመንግስት መሥሪያ

ቤት የሠራተኞችን የዲሲፕሊን ክስ አጣርቶ የውሳኔ ሃሳብ ለሚመለከተው የሥራ ኃላፊ የሚያቀርብ የዲሲፕሊን ኮሚቴ ያቋቁማል።

፪. በማንኛውም የመንግስት ሠራተኛ ላይ የዲሲፕሊን ቅጣት

ከመወሰኑ በፊት ሠራተኛው ፈፀመ የተባለውን የዲሲፕሊን ጉድለት እንዲያውቀው መደረግና ራሱን የመከላከል ዕድል ሊሰጠው ይገባል።

፫. የዲሲፕሊን ቅጣት ማንኛውም የፍርድ ቤት ውሳኔ ሳይጠብቅ

ወይም ሳይከተል ሊወሰን ይችላል።

፳፰. ከሥራ ስለማገድ

፩. አንድ የመንግስት ሠራተኛ

ከሥራ ታግዶ መቆየት ለሥራው አፈፃፀም ጠቃሚ ሆኖ ከተገኘ ሠራተኛውን ከሠራት ወር ለማይበልጥ ጊዜ ከስራና ደመወዝ አግዶ ለማቆየት ይቻላል።

፪. አንድ የመንግስት ሠራተኛ

በወንጀል ወይም በዲሲፕሊን ጥፋት በሀገር የተከሰሰ እንደሆነና ሲመሰክርበት ጥፋቱ ከሥራው የሚያስወጣው መሆኑ ሲገመት ከሥራ ታግዶ መቆየት አለበት።

፳፱. ስለ ይርጋ ጊዜ

፩. ቀላል የዲሲፕሊን ቅጣት የሚያስከትል ጥፋት የፈፀመ የመንግስት ሠራተኛ የምርመራውን ጊዜ ሳይጨምር የፈፀመው ጥፋት ከታወቀበት ቀን ጀምሮ እስከ ስድስት ወር እርምጃ ካልተወሰደበት በዲሲፕሊን ተጠያቂ አይሆንም።

፪. ከቀላል የዲሲፕሊን ቅጣት የሚያስከትል ጥፋት የፈፀመ የመንግስት ሠራተኛ የፈፀመው ጥፋት ከታወቀበት ቀን ጀምሮ በአንድ ዓመት ጊዜ ውስጥ በጥፋቱ ካልተከሰሰ በዲሲፕሊን ተጠያቂ አይሆንም።

፫. በዚህ አንቀጽ ንዑስ አንቀጽ (፩) ወይም (፪) በተመለከተው የጊዜ ገደብ ውስጥ መውሰድ የሚገባውን የዲሲፕሊን እርምጃ ሳይወስድ የቀረው ኃላፊ ተጠያቂ ይሆናል።

ክፍል አሥር

የአስተዳደር ፍርድ ቤት

፭. የአስተዳደር ፍርድ ቤት ስለማቋቋም

፩. የመንግሥት ሠራተኞች የሚያቀርቡትን የሥራ ክርክር ይግባኝ አይቶ የሚወሰን የአስተዳደር ፍርድ ቤት በዚህ አዋጅ ተቋቁሟል።

፪. የአስተዳደር ፍርድ ቤቱ የሚቀርቡለትን ይግባኝ አቤቱታዎች መርምረው ውሳኔ የሚሰጡ ችሎቶች ይኖሩታል።

፫. እያንዳንዱ ችሎት በኮሚሽነር የሚሰየሙ አንድ ሰብሳቢና ሁለት አባላት ይኖሩታል።

67. *Taking Disciplinary measures*

- 1) Every government office shall establish a disciplinary committee which shall investigate disciplinary charges brought against civil servants and thereby submit recommendations to the concerned officials.
- 2) Before imposing a disciplinary penalty on any civil servant, he should be informed of the alleged offence and be given the chance to defend himself.
- 3) Disciplinary measures may be taken irrespective of any court proceedings or action.

68. *Suspension from Duty*

- 1) A civil servant may be suspended from duty by withholding his salary for a period not exceeding two months if that course of action is necessary in the interest of the civil service.
- 2) A civil servant shall be suspended if he is formally charged with a criminal or disciplinary offence for which his dismissal is to be expected if it is proved against him.

69. *Period of Limitation*

- 1) Disciplinary measure shall not be taken against a civil servant who has committed an offense entailing simple disciplinary penalty unless such measure is taken within six months, excluding the time required for investigation from the time the breach of discipline is known.
- 2) No disciplinary charge shall be brought against a civil servant who has committed an offense entailing rigorous disciplinary penalty unless such disciplinary charge is brought within a year from the time the commission of the offense is known.
- 3) The official who has failed to take the measures specified under sub-article (1) or (2) of this article shall be held responsible.

PART TEN

Administrative Tribunal

70. *Establishment of the Administrative Tribunal*

- 1) An administrative tribunal which hears and decides appeals brought by civil servants is hereby established.
- 2) The Administrative tribunal shall have chambers which examine and decide on appeal cases.
- 3) Each chamber shall have a chairperson and two members designated by the commissioner.

71. *Dhimmoota Mana Murtichaan Ilaalamn*

Manni Murtichaa:

- 1) Seeraan ala hojii irraa dhorkamuu dhaan yookiin tajaajilli isaa addaan cituu dhaan;
- 2) Adabni naamuusaa cimaan waan irratti murtaa'ee;
- 3) Seeraan ala miindaan isaa yookiin kaffaltiiwwan biroo kan jalaa qabame yookiin cite ta'uu isaan;
- 4) Miidhaa haala hojii isaan irra gaheen haala walqabateen mirgi isaa hir'achuu isaatiin hojjetaa mootummaa komii qabu oliyyannoo inni dhiyeef-fatu ilaalee murteessuuf angoo ni qabaata.

72. *Murtii Mana Murtichaa:*

- 1) manni murtichaa oliyyatnicha erga qoratee booda murticha raggaasisuu. haquu yookiin fooyyeessuuf ni danda'a.
- 2) Garagalchiin murtichaa garee wal falmaniif ni kennama.
- 3) Murtiin manni murtichaa ijoo dubbii wal falmichaaf kennu isa dhumaa taha. Haa ta'u malee, garee walfalman keessaa tokko falmii seeraa yoo kaase murtiin erga kennamee eegalee guyyaa soddoma (30) keessatti ol-iiyyannoo isaa mana murtii waliigala Oromiyaatiif dhiyeessuu ni danda'a.

73. *Raawwii Murtii*

- 1) Manni hojii murtiin itti kenname kamiyyuu murtii manni murtichaa itti kenne yommusuma raawwachuuf dirqama qabaata.
- 2) akkaataa labsii kana keeww-ata 72n murtiin mana murtichaa amma guyyaa 30 keessatti nama naaf hin raawwatamne jedhe yammuu iyyatu manni murtichaa akka murtichaatti raawwachuusiifuuf mana murtii aanaa abbaan dhimmiiichaa itti hojjetutti qajeelfama.
- 3) Itti gaafatamaan ol-aanaan mana hojichaa murtii mana murtichaa hin raawwachiifne miidhaa hojjetichaa fi mana hojichaa irra ga'uuf itti gaafatamaa ta'a.

KUTAA KUDHA TOKKO

Yeroo Tajaajilaa Addaan

Kutuu fi Dheeressuu

74. *Fedha Ofiin Hojii Irraa Gad-Lakkisuu*

- 1) Hojjetaan mootummaa kam iyyuu yeroo fedhetti akeekkac-hisaduraan dursaa ji'a tokko kennuudhaan hojii isaa fedha mataa isaatiin gad lakkisuu ni danda'a.
- 2) Hojjetichi mootummaa hojiif baayyee barbaachisaa fi salphaatti iddoo isaa buusuun kan hin danda'amne tahee yoo argame Itti gaafatamaan ol'aanaa mana hojichaa gaaffii gad lakkisiicha yeroo ji'a sadii hin caalleef dheeressuu ni danda'a.

፳፩. በአስተዳደር ፍርድ ቤቱ ስለሚታዩ ጉዳዮች

የአስተዳደር ፍርድ ቤቱ

- ፩. ከሕግ ውጭ ከሥራ በመታገዱ ወይም አገልግሎቱ በመቋረጡ፤
- ፪. ከባድ የዲሲፕሊን ቅጣት የተወሰነበት በመሆኑ፤
- ፫. ከሕግ ውጭ ደመወዙ ወይም ሌሎች ክፍያዎች የተያዘበት ወይም የተቆረጠበት በመሆኑ፤
- ፬. በሥራው ምክንያት ከደረሰበት ጉዳት ጋር በተያያዘ መብቱ በመጓደሉ ቅር የተሰኘ የመንግስት ሠራተኛ የሚያቀርበውን ይግባኝ አይቶ የመወሰን ሥልጣን ይኖረዋል።

፳፪. የአስተዳደር ፍርድ ቤቱ ውሳኔ

- ፩. የአስተዳደር ፍርድ ቤቱ ይግባኙን ከመረመረ በኋላ ውሳኔውን ለማፅናት ለመሻር ወይም ለማሻሻል ይችላል።
- ፪. የውሳኔው ግልባጭ ለተከራካሪ ወገኖች ይሰጣል።
- ፫. ፍርድ ቤቱ በፍሬ ነገር ክርክር የሚሰጠው ውሳኔ የመጨረሻ ይሆናል። ሆኖም ከተከራካሪ ወገኖች አንዱ የሕግ ክርክር ያነሳ እንደሆነ የአስተዳደር ፍርድ ቤቱ ውሳኔ በስጦ በ30 ቀናት ውስጥ ይግባኙን ለአድሚኒስቴራዊ ፍርድ ቤት ማቅረብ ይችላል።

፳፫. የውሳኔ አፈፃፀም

- ፩. ማንኛውም ውሳኔ የተሰጠበት የመንግስት መሥሪያ ቤት የአስተዳደር ፍርድ ቤቱ የሰጠውን ውሳኔ ወዲያውኑ የመፈፀም ግዴታ አለበት።
- ፪. በዚህ አዋጅ አንቀፅ ፳፪ መሰረት ፍርድ ቤቱ የሰጠው ውሳኔ እስከ ፬ ቀን አልተፈፀመልኝም በማለት የውሳኔው ተጠቃሚ ሲያመለክት የአስተዳደር ፍርድ ቤቱ ውሳኔውን እንዲያስፈፅምለት ለወረዳ ፍርድ ቤት ይመራለታል።
- ፫. የአስተዳደር ፍርድ ቤቱን ውሳኔ ያላስፈፀመው የመሥሪያ ቤቱ የበላይ ኃላፊ በመሥሪያ ቤቱና በሠራተኛው ላይ ለሚደርሰው ጉዳት ተጠያቂ ይሆናል።

ከፍል አሥራ አንድ

አገልግሎት ስለማቋረጥና

ስለማራዘም

፳፬. በገዛ ፈቃድ ከሥራ መሰናበት

- ፩. ማንኛውም የመንግሥት ሠራተኛ በማንኛውም ጊዜ የአንድ ወር ቅድሚያ ማስታወቂያ በመስጠት ሥራውን በገዛ ፈቃዱ ሊለቅ ይችላል።
- ፪. የመንግሥት ሠራተኛው ለሥራው አስፈላጊና በቀላሉ ለመተካት የማይቻል ሆኖ ሲገኝ የመሥሪያ ቤቱ የበላይ ኃላፊ የሥራ መልቀቂያውን ጥያቄ ከሦስት ወር ለማይበልጥ ጊዜ ሊያራዝመው ይችላል።

71. *Jurisdiction of the Administrative Tribunal*

The Administrative tribunal shall have the power to hear and decide in appeals brought by a civil servant aggrieved of;

- 1). unlawful suspension or termination of service.
- 2))being penalized by rigorous disciplinary penalty.
- 3) an illegal attachment or deduction of his salary or other payments.
- 4 infringement of his rights arising from an employment injury.

72. *Decision of the Administrative Tribunal*

- 1) The Administrative tribunal may, after hearing the appeal, confirm or reverse the decision or vary the decision in favour of the appellant.
- 2) The copies of the decision shall be given to both parties.
- 3) The decision of the Administrative tribunal on question of facts shall be final, provided, however, that any one of parties may appeal to the Oromia Supreme Court on question of law within 30 days from the date of the decision of the Administrative Tribunal.

73. *Execution of dscision*

- 1) Any government office against which a decision is given by the Administrative Tribunal shall have the obligation to immediately execute the decision.
- 2) Where the beneficiary of a decision pleaded that the decision of the Administrative tribunal given in accordance with article 72 of this proclamation is not executed within 30 days, the Administrative tribunal shall refer the decision to the Woreda Court for its enforcement.
- 3) The head of the government office who failed to execute the decision of the Administrative Tribunal shall be liable for the damage sustained by the office and the civil servant.

PART ELEVEN

Termination and Extension of Service

74. *Resignation*

- 1) Any civil servant may, by giving a one month prior notice, resign at any time
- 2) Where the service of the civil servant is indispensable and he could not be replaced easily, the head of the government office may delay his release for a period not exceeding three months.

75. *Sababa Dhukkubaan Tajaajilaaf Gahaa Ta'uu Dhabuu*

- 1) Hojjetaan mootummaa dhaabbataa kamiyyuu labsii kana keewwata 36(2)n yeroo kaawwame keessatti gara hojiitti deebi'uu yoo dadhabe ragaa mana yaalaa dhiyeessuun utuu hin barbaachsiin sababii dhukkubaan hojichaaf gahaa akka hin taanetti lakkaa'amee tajaajilli isaa akka dhaabatu ni taasifama.
- 2) Hojjetaan mootummaa yeroo kamiyyuu akkaataa labsii kana keewwata 37n eeyyamni dhukkubaa kennameef erga dhumee booda hojiitti deebi'uu yoo dadhabe tajaajila isaa akka dhaabu taasisuun ni danda'ama.
- 3) Tumaan labsii kanaa keewwata 45(2) akka eegametti tahee sababii hojii isaatiin hojjetaan mootummaa miidhaan irra gahe kana boodaaf hojjechuu akka hin dandeenye ragaa mana yaalaan yammuu mirkanaa'u yerooma sanatti hojii irraa akka gaggeeffamu ni taasifama.

76. *Sababa Hir'ina Dandeettiitiin Hojii Irraa Geggeessuu*

- 1) Hojjetaan mootummaa dhaabbataa kamiyyuu hojii itti ramadame dandeettii fi beekumsa qabuun gargaaramee hojjechuuf carraaqii danda'u utuu taasisuu qabxiin raawwannaa hojii isaa yeroo lamaa walitti aanee yoo qabxii giddugaleessaa gadi tahe hojii irraa geggeessuun ni danda'ama.
- 2) Tumaan keewwata kanaa keewwata xiqqaa (1) jiraatu iyyuu hojjetaan mootummaa qabxii raawwannaa hojii olaanaa waggoota 5f walitti aansee argachaa ture, qabxii raawwannaa hojii yeroo sadii walitti qabxii giddugaleessaa gadi yoo tahe malee hojii irraa hin gaggeeffamu.
- 3) Akkaataa keewwata kanaa keewwata xiqqaa (1) yookiin (2) tiin hojjetaa mootummaa tokko hojii irraa geggeessuun kan danda'amu:
 - (a) gita hojii qabateef leenjii barbaachisu kennuudhaan yookiin
 - (b) gita hojii qabate wajjin wal fakkaataa kan tahee fi gita hojii inni hojjechuu danda'u irratti jijjiiruudhaan akkaataa keewwata xiqqaa (1)n yoo tahe yoo xiqqaate waggaa tokkoof yookiin akkaataa keewwata xiqqaa (2)n yoo tahe yoo xiqqaate waggaa tokkoo fi walakkaaf akka hojjetu erga taasifamee booda, qabxii raawwannaa hojii isaa fooyyeffachuu kan dadhabe yoo tahe dursuun akeekkachiisa ji'a tokko laachuudhaaniifii dha.

፫፭. በሕመም ምክንያት ለአገልግሎት ብቁ አለመሆን

- ፩. ማንኛውም ቋሚ የመንግስት ሠራተኛ በዚህ አዋጅ አንቀፅ ፴፮(፪) በተመለከተው ጊዜ ውስጥ ወደ ሥራ ለመመለስ ካልቻለ የሕክምና ማስረጃ ማቅረብ ሳያስፈልግ በሕመም ምክንያት ለሥራው ብቁ እንዳልሆነ ተቆጥሮ አገልግሎቱ እንዲቋረጥ ሊደረግ ይችላል።
- ፪. ማንኛውም ጊዜያዊ የመንግሥት ሠራተኛ በዚህ አዋጅ አንቀፅ ፴፯ መሰረት የተሰጠው የሕመም ፈቃድ ጊዜ ካበቃ በኋላ ወደ ሥራው መመለስ ካልቻለ አገልግሎቱ እንዲቋረጥ ሊደረግ ይችላል።
- ፫. የዚህ አዋጅ አንቀፅ ፴፮(፪) ደንጋጌ እንደተጠበቀ ሆኖ በሥራው ምክንያት ጉዳት የደረሰበት የመንግስት ሠራተኛ ለዘለቄታው መሰራት አለመቻሉ በሕክምና ማስረጃ ሲረጋገጥ ወዲያውኑ ከሥራ እንዲሰናበት ይደረጋል።

፫፮. በችሎታ ማነስ ምክንያት ከሥራ ስለመሰናበት

- ፩. ማንኛውም ቋሚ የመንግሥት ሠራተኛ የተመደበበትን ሥራ ያለውን ዕውቀትና ችሎታ ተጠቅሞ ለመሥራት የተቻለውን ጥረት እያደረገ የሥራ አፈፃፀም ውጤቱ በተከታታይ ለሁለት ጊዜ ከመካከለኛ ነጥብ በታች ከሆነ ከሥራ ማሰናበት ይቻላል።
- ፪. የዚህ አንቀፅ ንዑስ (፩) ደንጋጌ ቢኖርም ለተከታታይ ፭ ዓመታት ከፍተኛ የስራ አፈፃፀም ውጤት ሲያገኝ የነበረ የመንግስት ሠራተኛ የሥራ አፈፃፀም ውጤቱ በተከታታይ ለሶስት ጊዜ ከመካከለኛ ነጥብ በታች ካልሆነ በስተቀር ከሥራ አይሰናበትም።
- ፫. በዚህ አንቀፅ ንዑስ አንቀፅ (፩) ወይም (፪) መሰረት የመንግስት ሠራተኛውን ከሥራ ማሰናበት የሚቻለው፡
 - ሀ) ለየዘው የሥራ መደብ የሚያስፈልገውን ሥልጠና በመስጠት ወይም
 - ለ) ከየዘው የሥራ ደረጃ ጋር ተመሳሳይ በሆነና ሊሠራው ወደሚችለው ሌላ የሥራ መደብ በማዛወር፤

75. *Termination due to Illness*

- 1) Where a permanent civil servant is unable to resume work within the time specified under Article 36(2) of this Proclamation, he shall, with no requirement of a medical certificate, be deemed unfit for service and be discharged.
- 2) The service of any temporary civil servant may be terminated where he is unable to resume work at the end of the sick leave granted to him pursuant to Article 37 of this Proclamation.
- 3) Without prejudice to the provisions of Article 45(2) of this Proclamation, where a civil servant who has sustained employment injury is medically determined to be permanently disabled, his services shall forthwith be terminated.

76. *Termination on Grounds of Inefficiency*

- 1) The service of a permanent civil servant may be terminated where his performance evaluation result is unsatisfactory for two successive evaluation periods despite exerting all his knowledge and ability to accomplish his work.
- 2) Notwithstanding the provisions of Sub-Article (1) of this Article, a civil servant whose performance evaluation result is above satisfactory for five successive years may not be dismissed on grounds of inefficiency unless his performance result becomes unsatisfactory for the following three successive evaluation periods.
- 3) The termination of service of civil servant under Sub-Article (1) or (2) of this Article shall only be effected upon giving him a one month prior notice where he is unable to improve his performance within at least one year, in the case of Sub-Article (1), or one and half years, in the case of Sub-Article (2), after;
 - (a) receiving a training required for his position; or
 - (b) being transferred to another suitable position of an equal grade.

77. Hidhaadhaan yookiin Sababii Humnaa ol Taheen Hojii Irraa Geggeessuu

- 1) Tumaan labsii kanaa keeww-ata 36 fi 45 akka eegametti tahee hojjetaan mootummaa dhaabbataa kamiyyuu hidhamuudhaan yookiin sababii kean biroo humnaa ol taheen tajaajilli isaa yoo dhaabbatee fi yeroo ji'a jaha keessatti hojii isaatti yoo deebi'uu baate hojii irraa geggeessuun ni danda'ama.
- 2) Tumaan labsii kanaa keeww-ata 37 fi 45 akka eegamanitti tahee hojjetaan mootummaa yeroodhaa kamiyyuu hidhamuudhaan yookiin sababilee biroo humnaa ol tahaniin yeroo ji'a tokko keessatti gara hojii isaatti yoo deebi'uu baate hojii irraa geggeessuun ni danda'ama.

78. Qaxara Haquu

Ragaa barumsaa yookiin muuxannoo hojii sobaa dhiyeessuudhaan yookiin nama aangoo hin qabneen yookiin labsii kana yookiin dambii fi qajeelfama labsii kana raawwachiisuuf ba'e yookiin seera kam irra iyyuu darbuudhaan qaxarri raawwatame itti gaafatamaa ol-aanaa mana hojjichaatiin yookiin komishinichaan ni haqama.

79. Hojjetaa Hir'isuu

- 1) Hojjetaan Mootummaa Kam iyyuu:
 - (a) gitni hojii isaa yammuu haqamu;
 - (b) manni hojjichaa yammu cufamu yookiin
 - (c) humni namaa irraa hafa yoo jiraate akkaataa labsii kanaa keewwata 24/7/ yookiin 25/1/n jijjiiruun yoo dadhabame yookiin hojjetichi mootummaa gita hojii gad aanaa irratti jijjiiramee hojjechuuf fedha yoo hir qabu tahe hojii irraa ni geggeeffama.
2. Akkaataa keewwata kana keewwata xiqqaa 1(a)(c) hir'isuun kan geggeeffamu hojjetichi mootummaa hojjetoota mootummaa gita hojii walfakkaatu irra jiran wajjin yeroo dorgomu qabxiin raa wannaa hojii isaa fi dandeetiin isaa xiqqaa tahuun yoo mirkana'ee dha.

፳፩. በእስራት ወይም ከአቅም በላይ በሆነ ምክንያት ከስራ ስለማሰናበት

- ፩. የዚህ አዋጅ አንቀፅ ፴፯ እና ፴፰ ድንጋጌዎች እንደተጠበቁ ሆነው ማንኛውም ቋሚ የመንግሥት ሠራተኛ በመታሠሩ ወይም በሌሎች ከአቅሙ በላይ በሆኑ ምክንያቶች አገልግሎቱን ካቋረጠና በስድስት ወር ጊዜ ውስጥ ወደ ሥራው ካልተመለሰ ከሥራ ለማሰናበት ይቻላል።
- ፪. የዚህ አዋጅ አንቀፅ ፴፯ እና ፴፰ ድንጋጌዎች እንደተጠበቁ ሆነው ማንኛውም ጊዜያዊ የመንግሥት ሠራተኛ በመታሠሩ ወይም ሌሎች ከአቅሙ በላይ በሆኑ ምክንያቶች እስከ አንድ ወር ድረስ ወደ ሥራው ካልተመለሰ ከሥራ ለማሰናበት ይቻላል።

፳፪. ቅጥርን ስለመሠረዝ

- የሐሰት የትምህርት ወይም የስራ ልምድ ማስረጃ በማቅረብ ወይም ስልጣን በሌለው ሰው ወይም ይህን አዋጅ ወይም አዋጁን ለማስፈፀም የወጣውን ደንብና መመሪያ ወይም ሌላ ማናቸውንም ሕግ በመተላለፍ የተፈፀመ ቅጥር በመንግስት መስሪያ ቤቱ የበላይ ኃላፊ ወይም በኮሚሽኑ ይሠራል።

፳፫. ሠራተኛ ስለመቀነስ

- ፩. ማንኛውም የመንግሥት ሠራተኛ:
 - ሀ) የሥራ መደቡ ሲሠረዝ
 - ለ) የመንግሥት መስሪያ ቤቱ ሲዘጋ ወይም
 - ሐ) ትርፍ የሰው ኃይል ሲኖር፤ በዚህ አዋጅ አንቀፅ ፳፬(፯) ወይም ፳፭(፩) መሠረት ለማዛወር ካልተቻለ ወይም የመንግስት ሠራተኛው ዝቅ ባለ የሥራ ደረጃ ለመሥራት ፈቃደኛ ካልሆነ ከሥራ ይሰናበታል።
- ፪. በዚህ አንቀፅ ንዑስ አንቀፅ (፩)(ሐ) መሠረት ቅነሳ የሚደረገው የመንግሥት ሠራተኛች ጋር ሲወዳደር በሥራ ውጤቱና ባለው ችሎታ ዝቅተኛ መሆኑ ሲረጋገጥ ነው።

77. Termination due to Imprisonment or Force Majeure Situations

- 1) Without prejudice to the provisions of Article 36 and 45 of this Proclamation, the service of a permanent civil servant may be terminated where he is absent from work due to imprisonment or other circumstances of force majeure and is unable to resume work within six months.
- 2) Without prejudice to the provisions of Article 37 and 45 of this Proclamation, the service of a temporary civil servant may be terminated where he is absent from work due to imprisonment or other circumstances of force majeure and is unable to resume work within one month.

78. Nullification of Employment

Any Employment obtained on the basis of false representation regarding education qualification or work experience or made by unauthorized person or in contravention of this Proclamation, regulations and directives issued hereunder or any other law shall be nullified by the decision of the head of the government office or the commission.

79. Retrenchment

- 1) Any civil servant shall be retrenched where;
 - (a) his position is abolished;
 - (b) the government office is closed; or
 - (c) redundancy of man power is created; and where it is not possible to transfer him in accordance with Article 24(7) or 25(1) of this Proclamation or where he is reluctant to accept a position of a lower grade.
- 2) Retrenchment of civil servant in accordance with Sub-Article (1)(c) of this Article shall be made when it is proved that his performance and qualification is lower when compared with other civil servants holding the same position.

80. *Sababii Naamusaatiin Hojii Irraa Geggeeffamuu*

- 1) Hojjetaan mootummaa dhaabbataa kam iyyuu:
 - (a) akkaataa labsii kanaa keewwata 65 keewwata xiqqaa 1/f/n adabni naamusaa kan itti murteeffamee fi
 - (b) akkaataa labsii kanaa ol iyyatee adabni isaa yoo haqamuuf baate tajaajilli isaa ni dhaabbata.
- 2) Murtiin naamusaa hojjeticha mootummaa irratti darbe ol iyyannoo dhaan yoo fooyya'a'ee fi yookiin yoo haqameef mindaan yeroo wal falmii hin kaffalamiiniif hafe herreegamee dhala malee ni kaffalamaaaf.
- 3) Hojjetaan mootummaa yeroo dhaa:
 - (a) adaba naamusaan yookin
 - (b) yeroo waliigaltee tajaajila isaa yoo raawwatame adeemsa addaa kan biraa malee hojii irraa ni gaggeeffama.

81. *Sababii Umriitiin Tajaajila Dhaabbuu*

- 1) Hojjetaa mootummaa kam iyyuu yoo barri tajaajila isaa dheerateef malee dhuma guyyaa ji'a dhuma umriin soorataa seeraan murtaa'e erga gahee eegalee adeemsa dabalataa addaa malee tajaajilli isaa akka dhaabbatu taasifamuu qaba.
- 2) Hojjetaan mootummaa soorama bahuu isaa ji'a sadii dura barreefamaan akka beeku godhamuu qaba.

82. *Warqaa Ragaa Tajaajilaa*

Hojjetaan Mootummaa kamiyyuu, sababa kamiinuu tajaajilaa isaa yoo dhaabe yookiin yoo gaafate gosfi hojii rawwataa turtee, barri tajaajilaa, mindaan kaffalamaafii turee fi sababa hojii irraa itti gaggeeffame kan ibsu waraqaan ragaa tajaajilaa ni kenamaaf.

83. *Tajaajilli Yammuu Dhaabbatu kanfaltii Raawwatamu*

1. Hojjetaa Mootummaa kamiyyuu akkaataa labsii kanaa keewwata 79tti sababa hir'isaatiin hojii irraa yoo gaggeeffamee fi
 - a/ Waggaa tokkicha duraatiif mindaan isaa (isii) kan ji'a sadii,
 - b/ dabalataan waggoota tajaajila itti kenne tokkoon tokkoon isaatiif mindaa ji'aa harki 1/3 itti dabalamee ni kaffalmaaf. Taus kaffaltiin kennamu mindaa hojjetichaa kan ji'a 12 caaluu hi qabu.
- 2/ Hojjetaa Mootummaa dhimmi yeroo yaalii fixee fi waggaa tokkoo gadi tajaajileef kaffaltiin raawwatamu tajaajila isaa waliin madaalamee ni hrregame.

፹. በዲሲፕሊን ምክንያት ከሥራ ስለማሰብ

፩. ማንኛውም ቋሚ የመንግሥት ሠራተኛ

ሀ) በዚህ አዋጅ አንቀጽ ፳፭ ንዑስ አንቀጽ (፩)(ረ) መሰረት የዲሲፕሊን ቅጣት የተወሰነበት እና

ለ) በዚህ አዋጅ መሠረት ይግባኝ ብሎ ቅጣቱ ያልተሰረዘለት እንደሆነ አገልግሎቱ ይቋረጣል።

፪. የመንግሥት ሠራተኛው የተላለፈበት የዲሲፕሊን ውሳኔ በይግባኝ ከተሻሻለበት ወይም ከተሰረዘለበት በክርክር ወቅት ሳይከፈለው የቀረው ደመወዝ ታስቦ ያለወለድ ይከፈለዋል።

፫. ጊዜያዊ የመንግሥት ሠራተኛ:

ሀ) በዲሲፕሊን ቅጣት ወይም ለ) የሰራው ስመን ሲፈፀም ያለምንም ተጨማሪ ሥነ ሥርዓት ከሥራ ይሰናበታል።

፹፩. በዕድሜ ምክንያት አገልግሎት ስለማቋረጥ

፩. ማንኛውም የመንግሥት ሠራተኛ አገልግሎቱ ካልተራዘመ በስተቀር በሕግ ከተወሰነው የመጠሪያ ዕድሜ ከደረሰበት የመጨረሻ ወር የመጨረሻ ቀን ጀምሮ ያለተጨማሪ ሥነ ሥርዓት አገልግሎቱ እንዲቋረጥ መደረግ አለበት።

፪. የመንግሥት ሠራተኛው ጡረታ ከመውጣቱ ከሦስት ወር በፊት በዕሑፍ እንዲያውቀው መደረግ አለበት።

፹፪. የአገልግሎት የምስክር ወረቀት

ማንኛውም የመንግሥት ሠራተኛ በማንኛውም ምክንያት አገልግሎቱን ሲያቋርጥ ወይም ሲጠይቅ ሲያከናውን የነበረውን የሥራ ዓይነትና የአገልግሎት ዘመኑን ሲከፈለው የነበረውን ደመወዝና ከሥራ የተሰናበተበትን ምክንያት የሚገልፅ የአገልግሎት የምስክር ወረቀት ይሰጠዋል።

፹፫. አገልግሎት ሲቋረጥ ስለሚፈፀም ክፍያ

፩. ማንኛውም የመንግሥት ሠራተኛ በዚህ አዋጅ አንቀጽ ፸፱ መሠረት በቅኝ ምክንያት ከሥራ ከተሰናበትና የጡረታ አበል የማይከፈለው ከሆነ:

ሀ) ለመጀመሪያ አንድ ዓመት የሦስት ወር ደመወዝ፤

ለ) በተጨማሪ ለአገልግሎት ለእያንዳንዱ ዓመት የወር ደመወዝ አንድ ሦስተኛ እየታከለ ይከፈለዋል። ሆኖም የሚሰጠው ክፍያ ከሠራተኛው የ፲፪ ወር ደመወዝ መብለጥ የለበትም።

፪. የመከራ ጊዜውን ለጨረሰና ከአንድ ዓመት በታች የመንግሥት ሠራተኛ የሚፈፀመው ክፍያ ከአገልግሎቱ ጋር እየተመዘዘ ይታሰባል።

80. *Termination on Disciplinary Grounds*

- 1) The service of a permanent civil servant shall be terminated where:
 - (a) a disciplinary penalty under Sub-Article (1)(f) of Article 65 of this Proclamation is imposed on him; and
 - (b) the penalty is not cancelled on appeal made under this Proclamation.
- 2) Where the penalty is mitigated or cancelled on appeal, the civil servant shall be entitled to, without interest, the payment of the remaining of this salary with held during the appeal.
- 3) The service of a temporary civil servant shall be terminated without any additional formality where:
 - (a) a penalty of dismissal is imposed on him; or
 - (b) the term of this employment expires.

81. *Retirement*

- 1) Unless a civil servant is retained in service beyond the retirement age, his service shall be terminated without any additional formality on the last day of the last month in which he attained the retirement age determined by law.
- 2) The civil servant shall be notified of his retirement in writing three months prior to this retirement.

82. *Certificate of Service*

Where the service of civil servant is terminated for any reason or where he so requests, he shall be provided with a certificate of service indicating the type and duration of this service, his salary and the reason for the termination.

83. *Severance Pay*

- 1) Any civil servant who has been retrenched under Article 79 of this Proclamation and is not entitled to pension allowance shall be paid:
 - (a) his salary of three months for the first year of his service; and
 - (b) one-third of his monthly salary for each additional year his service; provided, however, that such payment shall not exceed his salary of 12 months.
- 2) A civil servant who has completed his probation and served for less than one year shall be entitled to severance pay in proportion to his service.

3. Seera Sooramaa dhimmi ilaaluun kan tumame akkuma eegametti ta'ee hojjetaan Mootummaa dhaabbataa sababa du'aatiin tajaajila isaa yammuu dhaabu haadha manaa isaa yookaan abbaa manaa ishii kan inni (isheen) yeroo lubbuun jiru(jirtu) mana hojicha Mootummaatiif bar reeffamaan beeksise (beek-sifte) yookaan maatii isaa (ishee) jalatti bulaa turaniif mindaan isaa(ishee) kan ji'a sadii ni kanfalaMaaf.
84. *Yeroo Tajaajilaa Dheeressuu*
- 1) Hojjetaan dhaabbataa mootummaa tokko umuriin isaa yeroo sooramaa erga gahee booda yeroo tokkotti hanga waggaa shanii walumaa galatti yeroo waggaa kudhan hin caalleef tajaajila isaa dheeressuun ni danda'ama.
 - 2) Akkaataa keewwata xiqqaa 1^{ffaa} keewwata kanaatti tajaajila hojjetaa tokkoo dheeressuun kan danda'amu;
 - (a) barumsi hojjetichaa beekumsa addaa fi dandeettii addaa, hojii mana hojichaa mootummaatin kan fayyadu ta'ee yoo argame;
 - (b) guddina sadarkaatiin, jijjiirraadhaan yookaan qaxaraan hojjetaa bakka bu'uu argachuun kan hin danda'amne ta'uun isaa yoo mirkanaa'e.
 - (c) hojjetichi hojichaaf gahaa ta'uun isaa ragaa mana yaalaan yoo mirkanaa'e,
 - (d) hojjetichi tajaajila isaa ittifuuf yoo irratti waliigale,
 - (e) dheerachuun yeroo tajaajila isaa komishinichaaf dhihaatee yoo mirkanaa'e dha.
85. *Qaxara, Guddina Sadarkaa, Dabala Miindaa fi Faayidaa Biraa Haquun Bu'aa Geessisuu Danda'u.*
- 1) Hojjetaan mootummaa qaxarii, guddinni sadarkaa, daballi mindaa yookaan faayidaan biraa jalaa haqame mindaa fi faayidaawwan biroo hanga yeroo tarkaanfiin haqamuu irratti fudhatameetti kan kanfalaameef akka deebisu hin gaafatamu,
 - 2) Itti gaafatamaan yookaan miseensi koree, qaxarii, sadarkaa guddinaa daballi miindaa yookaan faayidaan addaa dogongoraan akka kennamu beekaa yookaan mal-nadhibdeedhaan eeyyame akkaataa tumama seera adabbii yakkaa dhimmi ilaaluun yakkaan adabamuun isaa akkuma eegametti ta'ee baasii seeraan ala baheef ittigaafatama.

- ፫. አግባብ ባለው የጡረታ ሕግ የተደነገገው እንደተጠበቀ ሆኖ ቋሚ የመንግሥት ሠራተኛ በሞት ምክንያት አገልግሎቱ ሲቋረጥ በሕይወት ሳለ ለመንግሥት መሥሪያ ቤቱ በዕሑፍ ላሳወቃቸው የትዳር ጓደኛው ወይም በስሩ ይተዳደሩ ለነበሩ ቤተሰቦቹ የሶስት ወር ደመወዙ ይከፈላል።
- ፹፬. አገልግሎት ስለማራዘም
- ፩ አንድ ቋሚ የመንግሥት ሠራተኛ የመጠሪያ ዕድሜው ከደረሰ በኋላ በአንድ ጊዜ እስከ አምስት ዓመት በጠቅላላው አሥር ዓመት ለማይበልጥ ጊዜ አገልግሎቱን ማራዘም ይችላል።
- ፪. በዚህ አንቀጽ ንዑስ አንቀጽ (፩) መሰረት የአንድን የመንግሥት ሠራተኛ አገልግሎት ማራዘም የሚቻለው።
- ሀ) የሠራተኛው ትምህርት ልዩ ዕውቀትና ችሎታ ለመንግሥት መሥሪያ ቤቱ ሥራ ጠቃሚ ሆኖ ሲገኝ፤
 - ለ) በደረጃ እድገት በዝውውር ወይም በቅጥር ተተኪ ሠራተኛ ለማግኘት ስለአለ መቻሉ ሲረጋገጥ፤
 - ሐ) ሠራተኛው ለሥራው ብቁ መሆኑ በሕክምና ማስረጃ ሲረጋገጥ፤
 - መ) ሠራተኛው አገልግሎቱን ለመቀጠል ሲስማማ እናተለ
 - ሠ) የአገልግሎቱ መራዘም ለኮሚሽኑ ቀርቦ ሲፈቀድ ነው።
- ፹፭. ቅጥር የደረጃ እድገት የደመወዝ ጭማሪ ሌላ ጥቅም መሠረዝ የሚያስከትለው ውጤት
- ፩. ቅጥር፣ ዕድገት፣ የደመወዝ ጭማሪ ወይም ሌላ ጥቅም የተሰረዘበት የመንግሥት ሠራተኛ የመሰረዘው እርምጃ እስከተወሰነበት ጊዜ ድረስ የተከፈለውን ደመወዝና ሌሎች ጥቅሞች እንዲመለስ አይጠየቅም።
- ፪. የተሳሳተ ቅጥር፣ የደረጃ ዕድገት፣ የደመወዝ ጭማሪ ወይም ሌላ ጥቅም እንዲሰጥ ሆነ ብሎ ወይም በቸልተኝነት የፈቀደ የሥራ ኃላፊ ወይም የኮሚቴ አባል አግባብ ባለው የወንጀል መቅጫ ሕግ ደንጋጌ መሠረት በወንጀል መቀጣቱ እንደተጠበቀ ሆኖ አለ አግባብ ለወጣው ወጪ ተጠያቂ ይሆናል።

- 3) Without prejudice to the provisions of the relevant pension law, where the service of a permanent civil servant is terminated due to his death, an amount equivalent to his three month's salary shall be paid to his spouse or dependent who have been made known to the government office in writing.
84. *Extension of Service*
- 1) The service of a permanent civil servant may be extended beyond his retirement age for a period up to five years at a time and for a period not exceeding ten years in total.
 - 2) The service of a civil servant may be extended under Sub-Article (1) of this Article where;
 - (a) his qualification, special skill and ability is found to be essential to the government office;
 - (b) is not possible to replace him by another civil servant through promotion, transfer or recruitment;
 - (c) he is proved fit for service by medical certificate;
 - (d) he has agreed to the extension of this service; and
 - (e) the extension is approved by the commission.
85. *Effects of Nullification of employment, Promotion, Salary Increment and Other Benefits.*
- 1) A civil servant whose employment, promotion, salary increment or other benefits has been nullified may not be required to pay back the salary and other benefits he has received up to the date of nullification.
 - 2) An official or a member of a committee who intentionally or negligently authorized unlawful employment, promotion, salary increment or other benefits shall, without prejudice to his criminal liability under the relevant provisions of the Penal Code, be liable for the unjustifiable expenses thereof.

86. *Bakka Bu'iinsa Aangoo Kennuu*
Komishinichi bulchiinsa sivil sarv-
iisii saffisiisa fi bu'a qabeessa taasi-
suudhaaf barbaachisaa ta'ee yoo
argate aangoo fi itti gaafatamum-
maa labsii kanaan kennameef
kana, manneetii hojii mootummaat-
iif bakka bu'iinsaan dabarsuu ni
danda'a.

87. *Raawwii Labsichaa Too'achuu*

- 1) Komishinichi labsii kanaa fi danbootaa fi qajeelfamoota, bu'uura labsii kanaatiin ba'an sirrii dhaan hojii irra ooluu isaanii too'achuuf aangoo fi itti gaafatamummaa ni qaba.
- 2) Komishiinichi akkaataa keewwata xiqqaa 1ffaa keewwata kanaatiin aangoo fi ittigaafatamummaa kennameef hojii irra oolchuuf yeroo kamiyyuu,
 - (a) manneetii hojii mootummaatti argamuudhaan yookiin akka ergamaniif aja-juudhaaf kuusaaleef rago-ota biraa qorachuufi;
 - (b) ittigaafatamaa dhimmi ilaalu yookiin hojjetoonna mootummaa kan biraa jechaan yookin barreeffamaan akka ibsan gaafachuun ni danda'ama.
- 3) Komishiniichi bu'uura keewwata xiqqaa 2ffaa keewwata kanaatiin qorannoon adeemsisu yookin karaa gara biraa kamiinu seerri cabsamuun yookiin dhiibbaan raawwatam-
uun yoo irra gahe:
 - (a) adeemsisi hojii sirrii hin ta'in akka sirreeffamu aja-juu;
 - (b) dhimmichi hanga murtii argatutti raawwii isaa itti-suu;
 - (c) ittigaafatamaa yookiin hojjetaa mootummaa gochichaaf ittigaafatamuu qabu irratti tarkaanfiin bulchiinsaa akka irratti fudhatamu taasisuuf aangoo qaba.

KUTAA KUDHA LAMMAFFAA

Tumamawwaan Adda Addaa

88. *Angoo Dambii fi Qajeelfama baa-suu*

- 1) Manni Maree Bulchiinsa Mootummaa Naannoo Oromiyaa danboota labsii kanaa raawwachiisuuf barbaachisanu baasuu ni danda'a.
- 2) Komishinichi labsii kanaa fi danboota bu'uura labsii kanaatiin ba'an raawachiisu qajeelfamoota barbaachisanu baasuuf ni danda'a.

፳፩. የስልጣን ውክልና ስለመስጠት
ኮሚሽኑ የሲቪል ሰርቪስን አስተዳደር ቀልጣፋና ውጤታማ ለማድረግ አስፈላጊ ሆኖ ሲያገኘው በዚህ አዋጅ የተሰጠውን ሥልጣንና ኅላፊነት ለመንግሥት መሥሪያ ቤቶች በውክልና ማስተላለፍ ይችላል።

፳፪. የአዋጅን አፈፃፀም ስለመቆጣጠር

፩. ኮሚሽኑ ይህን አወጅና በአዋጁም መሰረት የሚወጡትን ደንቦችና መመሪያዎች በትክክል በሥራ ላይ መዋላቸውን የመቆጣጠር ሥልጣንና ኃላፊነት ይኖረዋል።

፪. ኮሚሽኑ በዚህ አንቀጽ ንዑስ አንቀጽ (፩) የተሰጠውን ሥልጣንና ኃላፊነት ተግባራዊ ለማድረግ በማናቸውም ጊዜ፡

ሀ) በመንግሥት መሥሪያ ቤቶች በመገኘት ወይም እንዲላኩለት በማዘዝ ማኅደሮችንና ሌሎች መረጃዎችን መመርመር እና

ለ) ጉዳዩ የሚመለከተው የሥራ ኃላፊ ወይም ሌሎች የመንግሥት ሠራተኞች በቃል ወይም በፅሁፍ እንዲያስረዱ መጠየቅ ይችላል።

፫. ኮሚሽኑ በዚህ አንቀጽ ንዑስ አንቀጽ (፪) መሰረት በሚያደርገው ምርመራ ወይም አድልዎ መፈፀሙን ከደረሰበት፡

ሀ) ትክክል ያልሆነው አሰራር እንዲስተካከል የማዘዝ፤

ለ) ጉዳዩ ውሳኔ እስኪያገኝ ድረስ አፈፃፀሙን የማገድ፤

ሐ) ለድርጊቱ ተጠያቂ በሆነው የሥራ ኃላፊ ወይም የመንግሥት ሰራተኛ ላይ ተገቢው አስተዳደራዊ እርምጃ እንዲወሰድበት የማድረግ ሥልጣን ይኖረዋል።

ከፍል አሥራ ሁለት
ልዩ ልዩ ድንጋጌዎች

፳፫. ደንብና መመሪያ የማውጣት ሥልጣን

፩. ይህን አዋጅ ለማስፈፀም የሚያስፈልጉ ደንቦችን የአርማያ ክልላዊ መንግሥት መስተዳድር ምክር ቤት ሊያወጣ ይችላል።

፪. ኮሚሽኑ ይህን አዋጅና በአዋጁ መሰረት የሚወጡትን ደንቦች ለማስፈፀም የሚያስፈልጉ መመሪያዎችን ሊያወጣ ይችላል።

86. *Delegation of Power*

The commission may delegate its powers and duties under this Proclamation to government offices where it deems it necessary for the efficiency and effectiveness of the civil service.

87. *Supervision of Implementation of the Proclamation*

1) The commission shall have the powers and duties to supervise the implementation of this Proclamation and regulations and directives issued hereunder.

2) The commission, in exercising its powers and duties under Sub-Article(1) of this Article, may at any time.

(a) examine files and other records by sending inspectors to government offices or by ordering them to submit such files and records; and

(b) require the concerned officials or other civil servants to give oral or written explanation.

3) Where the commission through its investigation under Sub-Article (2) of this Article or otherwise, discovers that the laws is infringed it shall have the power to

(a) order the rectification of the irregularities;

(b) suspend the execution of the matter until decision is made thereon;

(c) cause the taking of administrative measure against the official or the civil servant responsible for the act.

PART TWELVE

Miscellaneous Provisions

88. *Power to Issue Regulations and Directives*

1) The Council of Region government may issue regulations necessary for the power implementation of the Proclamation.

2) The commission may issue directives necessary for the proper implementation of the Proclamation and Regulations issued pursuant to the Proclamation.

86. *Bakka Bu'iinsa Aangoo Kennuu*
Komishinichi bulchiinsa sivil sarv-iisii saffisiisa fi bu'a qabeessa taasi-suudhaaf barbaachisaa ta'ee yoo argate aangoo fi itti gaafatamum-maa labsii kanaan kennameef kana, manneetii hojii mootummaat-iif bakka bu'iinsaan dabarsuu ni danda'a.

87. *Raawwii Labsichaa Too'achuu*

- 1) Komishinichi labsii kanaa fi danbootaa fi qajeelfamoota, bu'uura labsii kanaatiin ba'an sirrii dhaan hojii irra ooluu isaanii too'achuuf aangoo fi itti gaafatamummaa ni qaba.
- 2) Komishiinichi akkaataa keew-wata xiqqaa 1ffaa keewwata kanaatiin aangoo fi ittigaafata-mummaa kennameef hojii irra oolchuuf yeroo kamiyyuu,
 - (a) manneetii hojii mootum-maatti argamuudhaan yo-okiin akka ergamaniif aja-juudhaaf kuusaaleef rago-ota biraa qorachuufi;
 - (b) ittigaafatamaa dhimmi il-aalu yookiin hojjetoonna mootummaa kan biraa je-chaan yookin barreeffam-aan akka ibsan gaafach-uun ni danda'ama.
- 3) Komishiniichi bu'uura keew-wata xiqqaa 2ffaa keewwata kanaatiin qorannoon adeems-isu yookin karaa gara biraa kamiinu seerri cabsamuun yo-okiin dhiibbaan raawwatam-uun yoo irra gahe;
 - (a) adeemsisi hojii sirrii hin ta'in akka sirreeffamu aja-juu;
 - (b) dhimmichi hanga murtii argatutti raawwii isaa itti-suu;
 - (c) ittigaafatamaa yookiin hojjetaa mootummaa goc-hichaaf ittigaafatamuu qabu irratti tarkaanfiin bu-lchiinsaa akka irratti fudh-atamu taasisuuf aangoo qaba.

KUTAA KUDHA LAMMAFFAA

Tumamawwaan Adda Addaa

88. *Angoo Dambii fi Qajeelfama baa-suu*

- 1) Manni Maree Bulchiinsa Moo-tummaa Naannoo Oromiyaa danboota labsii kanaa raawwa-chiisuuf barbaachisanu baa-suu ni danda'a.
- 2) Komishinichi labsii kanaa fi danboota bu'uura labsii kanaa-tiin ba'an raawachiisuu qajee-lfamoota barbaachisanu baas-uuf ni danda'a.

፳፩. የስልጣን ውክልና ስለመስጠት

ኮሚሽኑ የሲቪል ሰርቪስን አስተዳደር ቀልጣፋና ውጤታማ ለማድረግ አስፈላጊ ሆኖ ሲያገኘው በዚህ አዋጅ የተሰጠውን ሥልጣንና ኅላፊነት ለመንግሥት መሥሪያ ቤቶች በውክልና ማስተላለፍ ይችላል።

፳፪. የአዋጅን አፈፃፀም ስለመቆጣጠር

፩. ኮሚሽኑ ይህን አወጅና በአዋጁም መሰረት የሚወጡትን ደንቦችና መመሪያዎች በትክክል በሥራ ላይ መዋላቸውን የመቆጣጠር ሥልጣንና ኃላፊነት ይኖረዋል።

፪. ኮሚሽኑ በዚህ አንቀጽ ንዑስ አንቀጽ (፩) የተሰጠውን ሥልጣንና ኃላፊነት ተግባራዊ ለማድረግ በማናቸውም ጊዜ፤

ሀ) በመንግሥት መሥሪያ ቤቶች በመገኘት ወይም እንዲላኩለት በማዘዝ ማኅደሮችንና ሌሎች መረጃዎችን መመርመር እና

ለ) ጉዳዩ የሚመለከተው የሥራ ኃላፊ ወይም ሌሎች የመንግሥት ሠራተኞች በቃል ወይም በፅሁፍ እንዲያስረዱ መጠየቅ ይችላል።

፫. ኮሚሽኑ በዚህ አንቀጽ ንዑስ አንቀጽ (፪) መሰረት በሚያደርገው ምርመራ ወይም አድልዎ መፈፀሙን ከደረሰበት፤

ሀ) ትክክል ያልሆነው አሰራር እንዲስተካከል የማዘዝ፤

ለ) ጉዳዩ ውሳኔ እስኪያገኝ ድረስ አፈፃፀሙን የማገድ፤

ሐ) ለድርጊቱ ተጠያቂ በሆነው የሥራ ኃላፊ ወይም የመንግሥት ሰራተኛ ላይ ተገቢው አስተዳደራዊ እርምጃ እንዲወሰድበት የማድረግ ሥልጣን ይኖረዋል።

ከፍል አሥራ ሁለት
ልዩ ልዩ ደንጋጌዎች

፳፫. ደንብና መመሪያ የማውጣት ሥልጣን

፩. ይህን አዋጅ ለማስፈፀም የሚያስፈልጉ ደንቦችን የአሮሚያ ክልላዊ መንግሥት መስተዳድር ምክር ቤት ሊያወጣ ይችላል።

፪. ኮሚሽኑ ይህን አዋጅና በአዋጁ መሰረት የሚወጡትን ደንቦች ለማስፈፀም የሚያስፈልጉ መመሪያዎችን ሊያወጣ ይችላል።

86. *Delegation of Power*

The commission may delegate its powers and duties under this Proclamation to government offices where it deems it necessary for the efficiency and effectiveness of the civil service.

87. *Supervision of Implementation of the Proclamation*

1) The commission shall have the powers and duties to supervise the implementation of this Proclamation and regulations and directives issued hereunder.

2) The commission, in exercising its powers and duties under Sub-Article(1) of this Article, may at any time.

(a) examine files and other records by sending inspectors to government offices or by ordering them to submit such files and records; and

(b) require the concerned officials or other civil servants to give oral or written explanation.

3) Where the commission, through its investigation under Sub-Article (2) of this Article or otherwise, discovers that the laws is infringed it shall have the power to:

(a) order the rectification of the irregularities;

(b) suspend the execution of the matter until decision is made thereon;

(c) cause the taking of administrative measures against the official or the civil servant responsible for the act.

PART TWELVE

Miscellaneous Provisions

88. *Power to Issue Regulations and Directives*

1) The Council of Regional government may issue regulations necessary for the power implementation of this Proclamation.

2) The commission may issue directives necessary for the proper implementation of this Proclamation and Regulations issued pursuant to the Proclamation.

89. *Seerota Haqaman*

Seerri, Danbiin, Qajeelfaminni yookin barsiifanni sirna hojii kana labsii kanaan walfaalessu kamiyyuu dhimmoota labsii kana keessatti tumaman ilaalchiisee raawatama hin qaban.

90. *Tumamawwan Ce'umsaa*

- 1) Tumamawwan keewwata /89ffaa/ labsii kanaa jiraataniilee, danbiin hojjetoota mootummaa Lakk. 1 (Lakk. beeksisaa kutaa seeraa 269/1955) fi danbiin ramaddii hojii fi sadarkaa mindaa hojjetoota mootummaa lakk. 2 (Beeksifinni kutaa seeraa Lakk. 419/1994) akkasumas qajeelfamoonni komishiinichaa tumaa labsii kanaatiin yoo wal-faalleeseen alatti bu'uura keewwata 88ffaa labsii kanaatiin danbiileen yookin qajeelfamoonni bahan hanga bakka buufamanitti raawwatamummaan isaanii ittifufa.
- 2) Wal-falmiiwwan ol-iiyyannoo labsiin kun osoo hin ragga'iin jalqabaman akkaataa labsii kanaatiin ni ilaalamu.
- 3) Hojjetaan mootummaa kamiyyuu mirgi akaataa seera duraa-nitiin argate sababa tumamu labsii kanaatin duraa hin dhaabbatu.

91. *Labsichi Yeroon Itti Ragga'u*

Labsiin kun Hagayya 5/1994 irraa eegalee hojii irra kan oolu ta'a.
Hagayya, 5/1994
Juneyiddii Saaddoo
Prezidaantii Bulchiinsa
Mootummaa Naannoo
Oromiyaa

፹፱. የተሻሩ ህጎች

ይህን አዋጅ የሚቃረን ማንኛውም ሕግ፣ ደንብ፣ መመሪያ ወይም የአሰራር ልምድ በዚህ አዋጅ ውስጥ የተደነገጉትን ጉዳዮች በሚመለከት ተፈጻሚነት አይኖረውም።

፺. የመሸጋገሪያ ድንጋጌዎች

፩. የዚህ አዋጅ አንቀጽ ፹፱ ቢኖርም የመንግሥት ሠራተኞች ደንብ ቁጥር ፩/የሕግ ክፍል ማስታወቂያ ቁጥር ፪፻፷፱/፲፱፻፶፭ እና የመንግሥት ሠራተኞች የሥራ ምደባና የደመወዝ ደረጃ ደንብ ቁጥር ፪/የሕግ ክፍል ማስታወቂያ ቁጥር ፱፻፹፱/፲፱፻፷፬ እንዲሁም የኮሚሽኑ መመሪያዎች የዚህን አዋጅ ድንጋጌ ካልተቃረኑ በስተቀር በዚህ አዋጅ አንቀጽ ፹፳ በሚወጡ ደንቦች ወይም መመሪያዎች እስከ ከሚተኩ ድረስ ተፈጻሚነታቸው ይቀጥላል።

፪. ይህ አዋጅ ከመፅናቱ በፊት የተጀመሩ የይግባኝ ክርክሮች በዚህ አዋጅ መሠረት ይታያሉ።

፫. ማንኛውም የመንግሥት ሠራተኛ በቀድሞው ሕግ መሠረት ያገኘው መብት በዚህ አዋጅ ድንጋጌዎች ምክንያት እይቋረጥበትም።

፺፩. አዋጁ የሚፀናበት ጊዜ

ይህ አዋጅ ከነሐሴ ፭ ቀን ፲፱፻፺፬ ዓ.ም. ጀምሮ የፀና ይሆናል።

አዳማ ነሐሴ ፭ ቀን ፲፱፻፺፬ ዓ.ም.

ጁነዲ ሳዶ

የኦሮሚያ ክልላዊ መንግስት መስተዳድር
ፕሬዚዳንት

89. *Repeal*

No law, regulation, directive or practice shall, in so far as it is inconsistent with this Proclamation, have effect with respect to matters provided for in this Proclamation

90. *Transitory Provisions*

1) Notwithstanding the provisions of Article 89 of this Proclamation, the public service Regulations No. 1 (Legal notice No. 269/1962) the public service position classification and salary scale Regulations No. 2 (Legal Notice No. 419/1972) and of the commission shall remain in force until replaced by regulations and directives issued under Article 88 of this Proclamation.

2) Appeal cases pending prior the coming into force of this Proclamation shall be heard in accordance with this Proclamation.

3) Rights acquired by any civil servant under the previous laws shall not be affected by this proclamation

91. *Effective Date*

This Proclamation shall enter in to force as of the 11th day of Agust, 2002

Done at Adama this 11th day of August, 2002

JUNEIDI SADO
PRESIDENT OF THE OROMIA
REGIONAL GOVERNMENT