Directive Number 148/2024

Community area guardian participation and implementation directive

January 2024

Addis Ababa

In the city of Addis Ababa, maintaining the peace and safety through public participation is a positive activity that has been strangtheed and there is a need to strengthen this participation.

One of the ways in which community participation is expressed is the hiring and operation of area gurdian that protect the peace and security of the area through public contributions, and since the recruitment and deployment of these security guards is inconsistent, there is a need to establish a system to identify, deploy and manage those who participate in security at the city level.

The community Participation and voluntarism Coordinating Commission of Addis Ababa City Administration has issued this directive in accordance with Article 15 (2) (e) and 40 (3) of Proclamation No. 74/2014 issued to determine the powers and duties of the executive bodies of Addis Ababa City Administration.

Part one

General provisions

1. Short title

This directive may be cited as the “community area guardian participation and implementation directive Number 148/2024".

2. Definition

In this directive, unless the context dictates otherwise:

1. "City" means the city of Addis Ababa.

2. "City Administration" means Addis Ababa City Administration;

3. "Commission" means the community Participation and volunterism; Coordination Commission of Addis Ababa City Administration;

4. "Block" means a sub-district organization consisting of villages;

5. "Zone" means an organization consisting of different blocks and villages in a district;

6. "Block Council" means 8 members, which provides services, local infrastructure, of violation prevention and voluntary services centered on residents who have unity and integration of thinking and lifestyle in the block;

7. "Area qurdian" means a person who participates in block protection in Addis Ababa city administration and recruited by the community and is employed by the block council.

8. "Conflict of interest" means entering into an activity that may cause a conflict, whether directly or indirectly, for personal or group benefit, outside of the responsibility given to the protection;

9. "Office" means the community participation and volunterism coordination office at the sub-city and woreda levels;

10. "Confidentiality" means keeping confidential information that may harm a colleague or a block resident, keeping information that you know because of your profession and work, and keeping that which is prescribed as a secret by law;

11. "Community peace and security participation" means block residents take turns protecting the area, providing information, paying for security, building a community police service center and guard tower, contributing with knowledge and energy, and similar activities to ensure the peace and security of their area;

12. " “A” account" means the system in which money collected from the community for development and gurdian opened and used in account number 6324;

13. "Contributions collected from society" means money collected from block residents and deposited into "A" account to pay for maintenance;

14. "Security bodies" means Addis Ababa City Police, Addis Ababa City Peace and Security Bureau and Addis Ababa City Code Enforcement Authority;

15. "Peace Army" means the forces that ensure the peace and tranquility of the residents of Addis Ababa in villages, blocks and other organizations and coordinate with the government's security forces;

16. "Person" means a natural person or a body conferred by law.

17. References to the male gender in this policy also include the female gender.

3. Scope of application

This directive is applicable to area guardian works carried out by the society and to the conservators, block, block council, office and people e involved in the process.

4. Ethical principles of area guardian members

Area gurdians member should act according to the following principles

1. Carry out work with initiative and responsibility;

2. be free of criminal activity;

3. To be subject to the purpose and mission assigned to them;

4. To be faithful to the work and keeper of secrets;

5. Giving priority to the benefit of society;

6. Providing fair service to the community;

7. Respecting the society's culture and values,

8. Enhancing coordination,

9. Follow the directions given by the employment agencies and exchange information.

10. Working with respect to work instructions and ethics.

Part two

Works of Community area guardian and Identification criteria

5. Activities performed by people involved in community area gurdian

People who are assigned as Community area guardian are expected to perform the following duties and responsibilities.

1. Protect the infrastructures built by community participation in the block from being damaged and to hold accountable those who caused damage;

2. Inform and protect residents when block fire, floods and other emergencies are occured;

3. Record the reports given by the residents and work to solve the problem,

4. Work in coordination with security police, peace and saftycode enforcement and other security agencies;

5. To prevent a block conflict, and if it occurs, resolve it immediately by coordinating with the relevant partners;

6. Exchange information with the Block Council and security bodies when there is a security threat activity in the block;

7. Protect the residents of the block from being attacked by illegals;

8. Paying special attention to the children, the weak and disabled,

9. Providing appropriate information when required for information and testimony at the block level;

10. Working in coordination with residents /rond/ who take turns to protect their area,

11. Identify disruptive actions and give suggestions to the block councils and the relevant security body to take action against them.

12. Protecting public or government movable and immovable properties in the block from damage and theft;

13. Give suggestions to the concerned body about areas of security risk in the block;

14. Giving suggestions to the relevant body to prevent illegal land invasions, illegal constructions and other illegal activities in blocks;

15. Act as an auxiliary force and not replace the work of regular police and other security agencies;

6. Identification criteria for people involved in area protection

1. People who meet the following requirements can participate in area gurdian work.

a/ Ethiopian national,

b/ who believes in the supremacy of law

c/ who has good morals and is free from drunkenness, addiction, mind-numbing drugs,

d/ who is good in his personal character and morals, preferably known for his participation in the society and is not suspected of any criminal act and has not been involved before or is not in the process of prosecution,

e/ Age not less than 18 years and not more than 65 years,

f/ who can read and write,

g/ physically qualified for area gurdian work,

h/ who can provide medically proven evidence that he/she is in good health,

k/ who will be subject to the contract for area guardian work,

l/ who is willing to perform the activities set forth in this directive and refrain from prohibited activities,

2. Subject to the provisions of subsection 1 of this article, requirements for the identification list of persons involved in area gurdan mybe established by the Block Council.

7. Rights of people engaged in area gurdian

The following resources should be made available to those involved in area gurdian.

1. Provide adequate understanding of the work being done;

2. Resources needed for work;

3. To receive an incentive payment from the contribution made by the society;

4. Obtaining information (letter of support) for the contributions made.

8. Provision of resources for area gurdian

1. Incentives for people engaged in area gurdian will be contributions collected from block residents and institutions that benefit from the block protection;

2. The money will be collected only through the revenue collection receipt prepared by the Block Council leaders in the Community Participation and voluntary Coordination Commission; the money collected will be deposited into the "A" account on the day;

3. Incentive payroll for area gurdian will be prepared through the District Community Participation and voluntarism Coordinating Office and the payment will be made when it is believed that the work has been done and this proved by the Block Council.

4. Area gurdian uniforms and other resources can be covered by income of community contributions or community participation and voluntary coordination commission from the center to district's body project.

Part Three

Prohibited acts and measures to be taken

9. Prohibited Acts

The following acts are prohibited for persons engaged in area gurdian work.

1. Acting in contrary to area guardian guidelines and given directions,

2. Not working in harmony with others.

3. Engaging in illegal activities;

4. Ignore various disturbances of peace and rule violations in the block;

5. Not providing fair service to block residents;

6. Not making adjustments based on the suggestions of the block residents and not informing the relevant body of the suggestions;

7. Failure to provide information when requested by the relevant government body and block council;

8. Dissemination of false and misleading information;

9. Failure to report damage to infrastructure in time;

10. Failure to record delivery of work;

11. Failure to report damaged or lost public and government property to the relevant body in time;

12. Insulting the block residents;

13. Improper management of guard resources.

14. Failure to perform assigned duties or repeated absences

15. Frequent drinking of intoxicating drinks at the workplace;

16. Failure to properly protect the property of the block resident;

17. Creating violence in the workplace;

18. Providing information that endangers the security of the block resident;

19. Sexual harassment;

20. Breach of trust;

21. Being in possession of illegal weapons;

22. Acting contrary to public morals in the workplace or outside the workplace;

23. Use of dangerous drugs;

24. Engaging in other criminal activities;

10. Consequences of engaging in prohibited acts

1. Any area gurdian who is found to have committed the activities listed in sub-article 1-13 of Article 9 of this directive will be made to refrain from or correct the activities.

2. Any area gurdian who is found to have committed the activities listed in sub-article 14-24 of Article 9 of this directive will be dismissed or terminated.

3. The action mentioned in sub- article 1 of this article will be taken by Block council chairman.

4. The action mentioned in sub-article 2 of this article shall be taken by the wereda Council chairman.

11. Grievance submission and resolution system

1. If a person involved in area gurdian has a complaint about the work process or the decision given in Article 10 of this directive, he can submit it to the complaint hearing committee and get a decision.

2. The composition of the Grievance Committee will be: wereda petition grievance and good gevernance management team.

3. The Grievance Committee investigates the complaint and makes a decision to the Chief Executive Officer of the district within 7 working days from the date of receiving it.

4. Within five working days of receiving the complaint proposal submitted by the complaint hearing committee, the head of the district will make a decision by approving or amending or canceling the proposal.

Part four

Duties and Responsibilities of Stakeholders

12. Responsibilities of Block Council

1. Establish criteria for identification of people involved in area gurdian;

2. Identify those who participate in the protection according to the criteria,

3. Monitor people involved in area gurdian, to take corrective action when an action or offense is committed contrary with the provisions of this directive.

4. Identify areas of risks and inform the relevant body for correction;

5. Coordinate with security agencies to provide outreach and monitoring to people who are involved in area gurdian;

6. Ensuring that area gurdian members receive training on the job;

7. Providing resources for area qurdian;

8. Dealing with the suggestions from the guards in coordination with the relevant parties;

9. Coordinate with the relevant parties to facilitate the construction of a guard tower for area gurdian and make it work;

10. Ensure collection of contributions for incentives to area guardian from the community.

13. Composition and responsibilities of the monitoring committee

1. At the woreda level, a monitoring committee will be established through the head of the community participation and voluntarism coordination office;

2. The composition of the committee shall be as follows.

a/ The team leader of woreda community participation and voluntarism coordination office……. …… Chaire person

b/ Representative of the wereda Peace and Security office…… Deputy Chaire person

c/ wereda Block Council Two representative ……..……member;

d/ Head of wereda Community Police Service……Secretary;

3. The established committee is responsible for monitoring the activities and morals of the area gurdian members at the district level and making recommendations to the head of the woredacommunity part of poion andvoluntarism coordination office.

Part five

Miscellaneous provisions

14. Non Enforciable laws

Any directive or practice inconsistent with this directive shall not apply to the matters covered by this directive.

15. Amending the directive

The Commission may amend this directive as necessary.

16. Effective date

This directive shall enter in to force as of the date it has been registered by the Ministry of Justice and posted on the website of the commission.

Commissioner Abrham Taddess

Community participation and voluntarism

Coordinating Commission Commissioner