

**FOOMKA CODSIGA**

**SANDUUQA MAALGALINTA EE HORMARINTA GANACSIGA EE BORESHA**

***Waa maxay Santuuqa Maalgalinta ee Hormarinta Ganacsiga ee Boresha?***

Santuuqa Maalgalinata ee Homarinta Ganacsiga ee Boresha waxa uu qayb ka yahay mashruuc ay maalgalisay Santuuqa Midawga Ammaanada Yurub , si caalami ahna ay u fulisay WYG iyada oo ku jirta dalad ay hogaaminayso Danish Refugee Council taas oo hoos imaanaysa barnaamij ballaaran ee BORESHA. Ujeedadeedu waa dhiirrigalinta horumarinta dhaqaalaha, shaqo abuurka iyo hanti abuurka iyada oo loo marayo kobcinta iyo kala-duwidda dhaqaalaha maxalliga ah si gaar ah deegaanada Ismaamulka Mandheera (Kenya), Doollow Ado iyo doolow Bay woredas (Dawlad Deegaanka Soomalida Itoobiya) iyo Gado (Soomaliya). Liiska goobaha sida gaar ah loogu jeedo waxaa diyaar kula ah isku-xiraha mashruuca heer gobol Xarumaha Taageeridda Horumarinta Ganacsiga 3 goobood ee mashruuca kuwaas dhawaan la asaasay .

Mashruucu waxa uu siinayaa ganacsiyada u qalma deeq, kor-joogtayn iyo tababar ganacsi, hoos imaanayana laba qaybood:

* “billaw ganacsigaaga” oo la siinayo ganacsiyo aad u yaryar/ ama ganacsiyo aan rasmi ahayn
* “kobci ganacsigaaga” oo la siinayo ganacsiyada diiwaan gashan yaryar iyo kuwa dhexdhexaadka ah

Mashruucu waxa uu bixinayaa laba qaybood oo deeq-bixin ah:

* **Deeq ma-guurto ah:** kuwaas oo ku aadan kharashka dhismayaal cusub, hagaajinta dhinaca dhismaha, geedo cusub, qalab ama mashiinno, haadhweer iyo software
* **Deeq hawlgal**: kuwaas oo ku aadan kharashaadka hawlgalka ganacsiga ( iib-gayn, cilmibaaris, helitaanka suuq, khibrad dheeri ah, iwm)

**Waxaad sidoo kale wadajir u codsan kartaa ladaba qaybood ee deeq-bixint.**

***Sidee ayaa loo codsadaa?***

anaanka codsiga waxaa loo qaabeeyay si loo hubiyo in qoondaytna deeq-bixintu ay noqoto mid daahfuran, furan isla markaana lagu tartamo. Codsi/arji kasta oo la soo gudbiyo waxaa la sixi doonaa, codsiga keensada dhibcaha ugu badan ayaa la siin doona deeqda.

Fadlan u buuxi foomka codsiga si CAD adeegsanada QALIN KHAD MADOW ( ha noqdo mid gacan ku qoran ama la tayb gareeyay) kuna soo celi Xarunta Taageeridda Homarinta Ganacsiga (BDSC). BDSC-ta deegaankaaga ayaa ku siin karta hagid ku aadan hanaanka codsiga iyo sida aad u istaahishid, hubi in aad hesho dhammaan taageerada aad u baahantahay.

Tababaro is-daba joog ah ayaa la qabanayaa si ay kaaga caawiyaan qorita codsigaaga. kala xiriir Xarunta Hormarinta Ganacsiga ee kuugu dhaw taariikhda tababarka, eegna tabbeelooyinka ogaysiinaya tababarka deegaankaaga.

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| BDSC Itoobiya | BDSC Kenya | BDSC Soomaaliya |
| Kebele 01, Zone 02  Number 022  Dollo Ado  Itoobiya | Opp. Old town Mosque (next to Acted-Kenya), Mandheera Old town, Mandheera  Kenya | SuuqMugdi, Luuq Road  Dolow  Gado  Soomaaliya |
| [BDSC.ethiopia@wyg.com](mailto:BDSC.ethiopia@wyg.com) | [BDSC.kenya@wyg.com](mailto:BDSC.kenya@wyg.com) | [BDSC.somalia@wyg.com](mailto:BDSC.somalia@wyg.com) |
| +251 953 366 070 | +254 723 162 825 | +252 613 886 666 |

***Goorma ayaa la codsan?***

Mashruucu waa 2 sano waxa uuna dhammaanaya November 2020-ka. Codsiyada waxaa la soo gudbin karaa xafiiska BDSC ee deegaankaaga wakhti kasta oo ka bilaabnaya 15-ka-Jannaayo 2019-ka laakiin aan ka danbayn 14-ka Febaraayo 2019-ka. Waxaa jiri doono laba wareeg oo maalgalin ah: kan 1-aad waa Jannaayo dhexdeeda 2019-ka, kan 2-aadna waa Luuliyo dhexdeeda 2019-ka. Si aad u hubiso in aad hesho fursad wayn oo aad ku guulaysato hadda codso wareega koobaad. Codsadayaasha aan guulaysan wareegga 1-aad waxaa loo ogolyahay in ay gudbistaan codsiyadooda wareegga 2 aad.

***Yaa codsan kara?***

Nooc kasta oo ah ganacsi gaar loo leeyahay, shirkado, iskaashatooyin ama ururada u adeega ganacsiga (tusaale.Ururada aa- faa’iido doonka ahayn ee taageera waaxda gaarka ah sida Rugaha ama isku imaadyada mihnadlayaasha), isku imaadyada amaahinta iyo kaydinta iyo Ururada Bulshada oo ku hawlan ama raba inay ka hawl galaan mashaarciida dakhli soosaar iyo nolol maalmeed. Codsadayaashu waxaa waajib ku ah in ay ka yimaadaan deegaanada bartilmaameedka u ah BORESHA (mandheera oo Kenya ah, Gado oo Somaaliya ah, Doollow Ado oo Itoobiya ah laakiin eeg liiska dhammaystiran ee BDSC). Ganacsiyada aadka u yaryar, yaryar iyo kuwa dhexdhexaadka ah ayaa codsan kara. Ganacsiyada aadka u yaryar oo diiwaan gashan waxa ay codsan karaan barnaamijka “billaw ganacsigaaga”. Ganacsiyada yaryar iyo kuwa dhexdhexaadka ah oo diiwaangashanna waxa ay codsan karaa barnaamijka “kobci ganacsigaaga”.

**Codsigaaga iyo xogtacodsigaaga ku jirta waa sir. Fadlan hubi in foomkaagu dhammaystiran yahay maadaama foomamka aan dhammaystirnayn aan la qiimayn doonin. Haka laba labayn in aad wixii xog waydiiso iskuxiraha heer gobol ee Boresha joogana Xarumaha Taageeridda Hormarinta Ganacsiga.**

***FOOMKA ISDIIWAANGALINTA***

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| 1. **FAAHFAAHNTA HALKA LAGA HELI KARO** | | | | | | | | | | | | | |
| 1.Magaca ganacsiga/shirkadda | |  | | | | | | | | | | | |
| 2. waxa loso gaabiyo haday jirto | |  | | | | | | | | | | | |
| 3.Magaca mulkiilaha ganacsiga | |  | | | | | | | | | | | |
| 4. Halka laga helo | | Nambar /jidka/ dabaqa dhismaha/santuuq booto | | |  | | | | | | | | |
| Magaalada/Xaafadda | | |  | | | | | | | | |
| Degmada | | |  | | | | | | | | |
| Gobolk | | |  | | | | | | | | |
| Nambarka boostada | | |  | | | | | | | | |
| Wadanka | | |  | | | | | | | | |
| 5. cinwaanka uu ku yaallo (physical address) | | *(fadlan bixi xog faahfaahsan/ jihada sheeg haddii aysan jirin cinwaanka jidka)* | | | | | | | | | | | |
| 6. Barta GPS-ka  *(haddii la yaqaano)* | |  | | | | | | | | | | | |
| 7.Qofka 1 aad ee lala xiriirayo | | Magac oo dhammaystiran | | |  | | | | | | | | |
| Jinsiga (haween/rag) | | |  | | | | | | | | |
| Taariikhda dhalashada | | |  | | | | | | | | |
| Booska uu ka hayo shirkada | | |  | | | | | | | | |
| Dhalashada | | |  | | | | | | | | |
| Nambarka mobilka | | |  | | | | | | | | |
| Email | | |  | | | | | | | | |
| 8. Qofka 2 aad eel ala xiriirayo | | Magac oo dhammaystiran | | |  | | | | | | | | |
| Taariikhda dhalashada | | |  | | | | | | | | |
| Taytalka(Mudane, Mawro, Dr, iwm.) | | |  | | | | | | | | |
| Booska uu ka hayo shirka | | |  | | | | | | | | |
| Dhalashada | | |  | | | | | | | | |
| Nambarka mobilka | | |  | | | | | | | | |
| Email | | |  | | | | | | | | |
| 9. Website hadu jiro | |  | | | | | | | | | | | |
| 1. **IS-DIIWAANGALINTA** | | | | | | | | | | | | | |
| 10. Xaaladda | | Rasmi (diiwaangashan) | | | Aan rasmi ahayn (aan diiwangashaynayn) | | | | | Ku jira hanaanka is-diiwangalinta | | | |
| 11. Ganacsiga *(gali X)* | | Haddii uu yahay ganacsi: aan rasmi ahayn: | | | Cusub | |  | | | Horay u jiray | | |  |
| Hadii yahay ganacsi rasmi ah : | | | Cusub | |  | | | Horay u jiray | | |  |
| 12. Sanadka la asaasay | | *(mm/YYYY)* | | | | | | | | | | | |
| 13.noocyada  (goobo gali noooca saxd ah) | | Shirkad xuduudleh | | | HAA MAYA | | | | | | | | |
| Gaddisle (Sole trader ) | | | HAA MAYA | | | | | | | | |
| Shirko (Partnership ) | | | HAA MAYA | | | | | | | | |
| Shirko u dhaxaysa dawlada iyo dad gaar ah | | | HAA MAYA | | | | | | | | |
| Shirkad dadwayne (public) | | | HAA MAYA | | | | | | | | |
| NGO / Sadaqo | | | HAA MAYA | | | | | | | | |
| Iskaashato/ ganacsi bulsho | | | HAA MAYA | | | | | | | | |
| isku imaatin amaahin iyo kaydin | | | HAA MAYA | | | | | | | | |
| Ururka adeega ganacsiga (Rugta ganacsiga, ururka mihnadleyda) | | | HAA MAYA | | | | | | | | |
| Kuwa kale, sheeg: | | | HAA MAYA | | | | | | | | |
|  | | |  | | | | | | | | |
| 14. haddii si sharci u ah diiwan gashan yahay | | | | | Nambarka isdiiwaangalinta shirkada | | | | | |  | | |
| Taariikhda isdiiwangalinta: | | | | | |  | | |
| Nam Tix-raaca canshuurta: | | | | | |  | | |
| 1. **WAAXDA SUUQA** | | | | | | | | | | | | | |
| 15. Waaxyada Mudnaanta leh ee baaqa (goobo gali waxqabadka waaxdada) | Beeraha, kaymaha iyo kalluumaysiga (ay kujirto warshadaynta beeeraha ‘agro-processing’) | | Dhismaha (ay ku jirto. Dhamman wixii la xiriira sida korontada iyo tuubooyinka) | | | Waxsoosaarka (wax soosaarka Cunnada,dharka iyo maryaha, alwaaxa iyo birta farsamada gacanta) | | | Adeegyada (adeegyada daryeelka qofeed, dayactirka, samaynta gaadiidka iyo qalabka, cunnooyinka iyo cabitaanada) | | | Biyo qaybinta bullaacadda, maaraynta qashinka | |
| Kuwa kale, Sheeg: | |  | | | | | | | | | | |
| 16.Waxqabadyada ugu muhiimsan | Dhawr eray ku qeex faafaahinta waxqabadka: | | | | | | | | | | | | |
| 1. **XOG KALE EE SHIRKADA** | | | | | | | | | | | | | |
| 17. Tirada shaqaalaha (hal galin ama labada galinba ) adiguna aad ku jirto | | | | Ka badan 10 | | | | Oo..... ay yihiin haween | | | | | |
| Udhexeeya 5 ilaa 10 | | | | Oo..... ay yihiin haween | | | | | |
| Ka yar 5 | | | | Oo..... ay yihiin haween | | | | | |
| Hal | | | | Oo..... ay yihiin haween | | | | | |
| 18. Qiyaas. Cadadka sanadkii la sameeyo (haduu yahay ganacsi sii jiray) | | | | Lacagta | | | | Cadadka | | | | | |
|  | | | |  | | | | | |

***FOOMKA CODSIGA***

**QAYBTA 1 AAD- FIKRADDA IYO DHAB AHAANTA GANACSIGA-*qaybtaan waxaa lagu saxayaa 35/100***

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| **19. fadlan qeexid kooban ka bixi ganacsigaaga ama fikirka ganacsigaaga** |
|  |
| **20. Waa maxay wax soo saarka ama adeegga uu fikirkan ganacsi uu keeni doono?** |
|  |
| **21. Waa maxay xaaladda uu hadda ku suganyahay adiga oo ka eegaya dalabaadka wax soo saarkan/adeeggan? Macaamiil miyuu leeyahay? Ma taqaana tiradooda iyo kuwa ay yihiin/halkee ayay joogaan?** |
|  |
| **22. Waa sidee tartanka lagula jiro wax soosaarkan ama adeeggan? Miyaa taqaana *dadka kula tartamaya*? Waxyaalaha ay ku xooggan yihiin iyo meelaha ay ku liitaan?** |
|  |
| **23. fikirkaaga ganacsi miyuu inta badan ku xiranyahay alaab dibadda laga keeno mise waa alaab caydhiin oo gudaha ah ?** |
|  |
| **24. Maxaa kugu dhaliyay fikirkaan ganacsi? Maxaa kaa dhigay in aad rabtid in aad gasho ganacsigan?** |
|  |
| **25. Fikirkaaga ganacsi ma mid asli/orjinaal ah baa? Ma Cusubyahay? Miyaad ku xirantahay ikhtiraac, agab cusub, habab cusub?** |
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**QAYBTA 2 AAD- XOG MAALIYADEED**

|  |  |
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| **25. Cadadka deeqda iyo nooceeda:** | |
| **Sheeg tirada guud ee loo baahanyahay si loo billaabo/ballaariyo ganacsigaaga:** | |
| **26. Waxaan u baahanahy:** *(gali X mid ka mid ah bokisyada ama labadoodaba* | |
|  | **Deeq ma-guurto ah:** kuwaas oo ku aadan kharashka dhismayaal cusub, hagaajinta dhinaca dhismaha, geedo cusub, qalab ama mashiinno, haadhweer iyo software |
|  | **Deeq hawlgal**: kuwaas oo ku aadan kharashaadka hawlgalka ganacsiga ( iib-gayn, cilmibaaris, helitaanka suuq, khibrad dheeri ah, iwm) |
| **27. Ganacsigaagu hadda faa’iido ma keena? Haday maya tahay, goorma ayaad filaysaa in aad soo celiso maalgalinta ku aadan fikirkaaga ganacsi ee aad soo jeedisay?** | |
|  | |
| **28. maxaad u keeni doontaa fikirkaan ganacsi? ma uga qayb qaadanaysaa dhaqaale/lacag ahaan? Hanti maguurto ah ma uga qayb qaadanaysaa? Fadlan faahfaahin bixi ku aadan nooca aad adigu gaar ahaan uga qayb qaadanaysid. Fadlan sidoo kale xus hadii aad meelkale u raadisay kaalmo dhaqaale iyo maalgalin fikirka ganacsigan,bixi faahfaahin xiriir laleh.** | |
|  | |
| **29.Deeqda BORESHA iyo ka qaybgalkaaga adi goonida kuu ah ma ku filantahay in ay socodsiiso ganacsigaaga 12 ka bil ee soo socda? Waa maxay rajada laga qabo madax banaani dhaqaale in uu gaaro ganacsigu muddada fog?** | |
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**QAYBTA 4 aad- KHIBRADDA FARSAMO IYO TAN MAAMUL EE CODSADAHA**

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| **30. Qeex xirfadaada farsamo ee hore/ tan hadda ee la xiriirta ganacsiga lasoo jeediyay iyo waaxda?** |
|  |
| **31. Ma leedahay xirfad maamul maaliyadeed (xisaabinta, miisaaniyadda, kharashka, kaydinta rekoodhadhka, soo iibsiga (procurement), iwm?** |
|  |
| **32. Sidee ayuu ganacsigu u shaqayn doonaa? Kaligaa miyaa shaqaysan doona? Ma koox ba la shaqayn? Taageero caynkee ah ayaad ku tiirsanaan kartaa?** |
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**QAYBTA 5 AAD- SECTION 5 – U QIIL-BIXI CODSIGAAGA DEEQDA**

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| **33. Fadlan qor sababta ganacsigan uu deeqda ku heli karo ka hor ganacsiyada kale. Maxaa ka dhigaya mid ka duwan oo muhiim ah?** |
|  |
| **34. Halkee rabtaa in aad shirkadaada/ganacsigaaga ku aragto sanadka soo socda? 5 sano? 10 sano?** |
|  |
| **35. Ganacsigaagu saamayn maku yeelan doonaa haweenka? Dadka dhalinyarada ah? Kooxaha nugul ee ku jira bulshadaada? Haddii ay haa tahay, sidee?** |
|  |
| **36. Ma shaqaalaysiin doontaa dad (cusub) haddii lagu siiyo deeqdan? Intee?** |
|  |
| **37. Shirkadaadu/ganacsigaagu saamayn maku yeelan doona ganacsiyada ka gudba xuduuddaha?** |
|  |
| **38. Waa maxay saamaynta kale ee ay shirkadaadu/ganacsigaagu yeelan dooto?** |
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**QAYBTA 6 AAD- FALANQAYNTA KHATARTA**

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| **39. Waa maxay khatarada ugu waawayn ee uu ganacsigaagu waji karo inta lagu guda jiro fulinta deeqdan? Side ayaad ula tacaali doontaa?** |
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**QAYBTA 7 aad- BAAQA CODSADAYAASHA**

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| **40. Dhammaan codsadayaasha Santuuqa Deeq-bixinta Hormarinta Ganacsiga ee BORESHA waa WAAJIB in ay buuxiyaan qaybtaan iyo qaybta 8 aad.** *(Goobo gali jawaabta)* | |
| 1. Waxaan xaqiijinayaa in si rasmi / ama ogolaansho u haysto in aan gudbiyo codsigaan aniga oo matalaya ganacsiga/shirkadda. | **HAA MAYA** |
| 1. Waxaan xaqiijinayaa in ganacsigu/shirkadu ay u ganacsanayso si sharci ah iyo in aysan ka hor imaanayn wax sharci ah, xeerar ama hababka sida guud la isugu raacsanyahay si gaar ah kuwa la xiriira maamulka maaliyadda, nidaamka canshuuraha, musuqmaasuq iyo laaluush iyo in aan cadaynayo waxkasta oo ka mid ah danaha isdiidan haday soo baxaan inta uu mashruucu socdo. | **HAA**  **MAYA** |
| 1. Waxaan xaqiijinayaa in si toos ah masuul uga ahay diyaarinta, maamulidda iyo fulinta mashruuca iyo in aanan u shaqaynayn sidii qof u dhexeeya(wakiil). | **HAA MAYA** |
| 1. Waxaan xaqiijinayaa in aan u hurayo mashruuca wakhtiga lagama maarmaanka ah iyo khayraadka iyo in aan tagi doono waxqabadyada waajibka ah ee la xiriira. | **HAA MAYA** |
| 1. Waxaan xaqiijinayaa in aniga iyo ganacsigu/shirkaddu anan nalagu helin danbi, horayna anan u lahayn ama anan ku jirin dayn xun ama anan musalafin (bancrupcy). | **HAA MAYA** |
| 1. Waxaan fasax u siinayaa xafiiska Boresha in ay qaadaan dhammaan tallaabooyinka lagama maarmaanka ah ee loo baahanyahay si loo hubiyo run ahaan shaha xogta la bixiyay, heer kasta ee mashruucu marayo, iyo sidoo kale hufnaanta codsadaha iyo maamulka wax-ku oolka ah ee deeqda taas oo uu mashruucu bixiyay. | **HAA MAYA** |
| 1. Waxaan fasax u siinayaa xafiiska Boresha in ay u adeegsadaan xogta laga helay mashruuca iyo deeqda ujeedooyin maamul, cilmi-baaris, falanqayn iyo wixii kale ee la xiira doorarkooda gudaha Golaha Maalgaliyayaasha | **HAA MAYA** |
| 1. Waxaan waafaqay in aan u hoggaansamo waxyaalaha uu mashruucu u baahanyahay oo la xiriira warbixinta, xisaabinta iyo qirashada taageerada iyo muuqashada deeq-bixiyayaasheena iyo bah-wadaagteena. | **HAA MAYA** |
| 1. Waxaan fahamsanahay in taageerada ay bixisay xafiiska Boresha intii lagu guda jiray geeddisocodka codsiga iyo haddii uu guulaysto inta lagu guda jiro wajiga fulinta aysan ka dhignayn talo ama aysan damaanad qaadayn guul. | **HAA MAYA** |

**QAYBTA 8 aad- TIXRAACYADA**

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| **41. Waa WAAJIB in dhammaan codsadayaashu ay keenaan meesha laga heli karo laba qof kuwaas oo ku yaqaanay dhawr sano ogolaaday in ay taageeraan codsigaaga ayna noqdaan tixraac (markhaati). Ma AHAN in ay ka mid noqdaan xubnaha qoyska. MIDKA MID AH TIXRAACA waxaa waajib ah in uu yahay markhaati mihnadle ah kaas oo shaqaale hore, alaab-qaybiye ama macmiil uu leeyahay ganacsigaagu.** | | |
| 1. Tixraaca 1 aad | Magaca oo dhan |  |
| Magaca 3aad (sur nam) |  |
| Xiriirka |  |
| Muddada uu yaqaanay |  |
| Telefan /Mobile |  |
| Email |  |
| 1. Tixraaca 2aad | Magaca oo dhan |  |
| Magac 3aad (sur name) |  |
| Xiriirka |  |
| Muddada uu yaqaanay |  |
| Telefan / Mobile |  |
| Email |  |

**Qaybta 9 aad- ARAGTIYO & SU’AALO *ikhyaar khasab ma aha***

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| **26. Wixii macluumaad dheeri ah ama aragti ku saabsan dareenkaaga xafiiska mashruuca? Qaybtaan waxaa loogu talo galay in aad ku qorto aragtidaada ku saabsan hanaanka geeddisocodka, foomkan iyo wixii su’aalo ah oo laga yaabo in aad qabtid.** |
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**Qaybta 10 aad- SAXIIXA- *WAXAA SAXIIXAYA DHAMMAAN CODSADAYAASHA***

|  |  |
| --- | --- |
| Magaca |  |
| Magaca 3 aad (sur name) |  |
| Booska uu shikrada ka hayo |  |
| Taariikhda |  |
| Saxiixa |  |