

REPUBLIC OF UGANDA

THE PARLIAMENT OF UGANDA

**RULES OF PROCEDURE
OF THE PARLIAMENT OF UGANDA**

Commencement: 14th June 2006

RULES OF PROCEDURE OF THE PARLIAMENT OF UGANDA

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RULES OF PROCEDURE OF THE PARLIAMENT OF UGANDA

PART I PRELIMINARY

1. Interpretation

(1) In these Rules of Procedure, unless the context otherwise requires-

“Arms” means fire arms;

"Bill" means the draft of an Act of Parliament and includes both a Private Member’s Bill and a Government Bill;

"By order of Parliament or the House" or any expression of similar import, means ordered by a majority decision of the House;

“Cabinet” means the Cabinet of Uganda and includes the President, the Vice President, the Prime Minister and such number of Ministers as may appear to the President to be reasonably necessary for the efficient running of the State;

“Chairperson” means a person presiding over a Committee;

“Chief Opposition Whip” means a Member appointed by the party in opposition to the Government and having the greatest numerical strength in Parliament.

"Clerk" means the Clerk to Parliament, a Deputy Clerk or any Clerk Assistant;

“Commission” means the Parliamentary Commission established under the Article 87A of the Constitution and Commissioner shall be interpreted accordingly;

“Commissioner” means a Member of the Commission prescribed under rule 10 of these Rules.

“Committee” means a Committee of the whole House, a Standing Committee, a Sessional Committee, a Select Committee, an Ad hoc Committee or any other Committee of Parliament;

"Committee of the whole House" means a Committee composed of the whole body of Members of Parliament;

"Constitution" means the Constitution of the Republic of Uganda;

"Division" means the division of Members in the lobbies for the purpose of voting as described in rule 85 of these Rules;

“Functions” means tasks or mandates and includes powers and duties;

“Government Chief Whip” means a Member appointed by the Government from among the Members of Parliament representing the ruling party.

"House" means a sitting of Members in the Chamber of Parliament;

“Independent Member” means a Member elected independent of any political organisation or political party;

“Leader of Government Business” means the Prime Minister appointed by the President, with the approval of Parliament and responsible for government business in the House;

“Leader of the Opposition” means the Parliamentary leader elected by the party in opposition having the greatest numerical strength in Parliament and officially announced as such by the Speaker;

“Leave of Parliament or the House" or any expression of similar import, means permission or agreement given by the majority of Members of the House;

"Lobby" means the covered corridor adjoining the Chamber of Parliament; and includes any place which makes it possible to separate Members voting for any motion from Members voting against;

"Meeting" means any sitting or sittings of Parliament commencing when Parliament first meets after being summoned at any time and ending when Parliament is adjourned sine die or at the conclusion of a session;

Member" means a Member of Parliament;

"Minister" means a Minister of Government and includes a Prime Minister, a Deputy Prime Minister, and a Minister of State;

"Motion" means a proposal made by a Member that Parliament or a Committee of Parliament do something, order something to be done or express an opinion concerning some matter;

"Official Report" means the official report referred to in rule 199 of these Rules;

“Paper” means any document in any form that may be laid on the Table;

“Party or Organisation” means a registered political party or organisation that has representation in Parliament;

"Petition" means a written prayer or plea presented to Parliament; and includes all similar submissions whether relating to public or private matters of general policy, or to redress local or personal grievances;

"Precincts of the House or Parliament" means the Chamber, the lobbies, the galleries and grounds of Parliament building and such other places as the Speaker may from time to time specify;

“Private Members Business” means business other than Government business and includes business of opposition parties or Individual Members;

"Question" except in respect of question time or period and a question of privileges, means a proposal presented to Parliament or a Committee of Parliament by the Speaker or Chairperson for consideration and decision or disposal in some manner;

"Recess" means a period during which the House stands adjourned to any other day other than the next normal sitting day;

"Sergeant-at-Arms" includes Deputy Sergeant at-Arms and any Assistant Sergeant at-Arms;

"Session" is a period beginning with the date when Parliament commences to sit upon being summoned by the Speaker by proclamation under clause (2) of article 95 of the Constitution, and ending with the date when it is prorogued by the Speaker under clause (3) of that article or when it is dissolved under article 96 of the Constitution;

"Shadow cabinet" means Members of the Opposition in Parliament appointed by the Leader of the Opposition, in consultation with his or her Party leadership, with portfolios and functions that correspond to those of Cabinet Ministers;

"Sitting" means a period during which Parliament is sitting continuously without adjournment and includes any period during which it is in Committee;

"Speaker" means the Speaker of Parliament, and includes the Deputy Speaker;

"Stranger" means a person other than the President, Vice-President, Prime Minister, the Speaker, a Minister, a Member, or an officer of the House;

"Subcommittee" means sub-committee of a Committee of the House;

"Substantive motion" means an independent motion of which notice is duly given but which is neither incidental nor relating to a proceeding or order of the day already before the House;

"Table" means the "Clerk's Table";

“Tabling” means the laying of an official document on the Table and laying before Parliament shall be construed accordingly;

“Whip” means a Member appointed by the leadership of a party or organisation to look after the conduct of its Members in relation to the business of the House or Committee.

- (2) In these Rules a reference to an ex-officio Member of Parliament means a Vice-President or Minister who, not being an elected Member of Parliament is a Member by virtue of paragraph (d) of clause (1) of Article 78 of the Constitution and who is, under that provision, not allowed to vote on any issue requiring a vote in Parliament.
- (3) Where any reference is made in these Rules to a matter concerning the privileges of the House, it shall be taken to be a reference to privileges of the House within the meaning of the Parliament (Powers and Privileges) Act (Cap. 258).

2. Oath by Member

- (1) Every Member shall before formally taking his or her seat in Parliament, take and subscribe in a manner prescribed by law, the Oath of Allegiance and the Oath of a Member of Parliament as specified in the Fourth Schedule to the Constitution.
- (2) Except for purposes of taking the Oaths referred to in sub rule (1), no person shall sit or vote in Parliament before taking and subscribing those Oaths.
- (3) The Clerk shall administer the Oaths referred to in sub rule (1) at the first sitting of Parliament.
- (4) Subsequent Oaths of Allegiance and of Members of Parliament shall be administered by the Speaker before the House.

3. Language

The proceedings and debates of Parliament shall be in English.

4. Election of Speaker

- (1) The Speaker shall be elected by the Members of Parliament from among their number.
- (2) A person shall not be qualified to be elected as Speaker if he or she is a Vice President, Prime Minister or a Minister.
- (3) No business shall be transacted in Parliament other than an election to the office of Speaker at any time that the office of the Speaker is vacant.
- (4) The Chief Justice or a Judge designated by the Chief Justice shall preside at an election of a Speaker.
- (5) No person shall be proposed as a candidate to the Office of Speaker unless that person has given his or her consent to the nomination.
- (6) Subject to sub rule (10), of this rule, the election of a Speaker shall be by secret ballot.
- (7) At an election of the Speaker the presiding officer shall invite nominations from Members of Parliament present.
- (8) A Member making a nomination shall move a motion that “(Name).....do take the Chair of this Parliament ‘as the Speaker’” and shall give a brief statement of the background and qualifications of the nominee.
- (9) Nomination shall be seconded without debate.
- (10) If only one person is nominated, he or she shall be declared elected and conducted to the Chair.
- (11) Where more than one person is nominated, the House shall proceed to elect a Speaker.

- (12) When all nominations have been received, the person presiding shall announce that “the ballot will now be taken”.
- (13) Voting shall be in the following manner-
- (a) first the Clerk shall ascertain the number of Members present;
 - (b) before voting commences, the person presiding shall cause to be produced one ballot box and cause to be demonstrated the fact that it is empty;
 - (c) the person presiding shall cause to be given to each Member of Parliament present a ballot paper on which the Member may record his or her vote by writing the name of the person for whom he or she wishes to vote and depositing it in the ballot box;
 - (d) after all Members who wish to vote have voted, the person presiding shall, in full view of the Members present, cause the Clerk to empty the ballot box and immediately count the ballot papers contained in it;
 - (e) at the completion of counting, the person presiding shall announce the result of the voting specifying-
 - (i) the total number of ballot papers contained in the ballot box;
 - (ii) the total number of Members who have abstained from voting;
 - iii) the number of both spoiled and blank ballot papers; and
 - (iv) the number of votes obtained by each nominee;
 - (f) where two or more persons are nominated for the office of Speaker, the person who receives the majority of the votes of all Members present and voting shall be declared Speaker, and if no person receives that majority, a second election shall be held between the two persons who obtained the highest number of votes;
 - (g) where at any ballot between two nominees the votes are equal, another ballot shall be held; and
 - (h) where a second election has to be held under paragraph (f) and two or more persons receive equal votes in the second position there shall be a ballot to determine the person to stand in that second election and this shall be repeated where there are ties until one person can be identified.
- (14) The person elected Speaker shall be conducted to the Chair.
- (15) As soon as possible after the election of the Speaker and before assuming the duties of the office of Speaker the person elected shall, in the manner prescribed by law, take and

subscribe to the Oath of Speaker specified in the Fourth Schedule to the Constitution as required by clause (10) of article 82 of the Constitution.

- (16) In this rule the “person presiding” means the Chief Justice or a judge designated by the Chief Justice under sub rule (4) of this rule.

5. Election of Deputy Speaker

- (1) The Deputy Speaker shall be elected by the Members of Parliament from among their number.
- (2) The Speaker shall preside at an election of the Deputy Speaker.
- (3) A person shall not be qualified to be elected as Deputy Speaker if he or she is a Vice President, Prime Minister or a Minister .
- (4) An election to the office of Deputy Speaker shall be held at the first sitting of Parliament after that office becomes vacant.
- (5) The rules prescribed for the election and the taking and subscribing to the oath of a Speaker shall apply with necessary modifications, to the election of the Deputy Speaker.

6. General Authority of the Speaker

- (1) The Speaker or Deputy Speaker shall preside at any sitting of the House.
- (2) The Speaker shall preserve order and decorum in the House and shall decide questions of order and practice.
- (3) In deciding a point of order or practice, the Speaker shall state reasons for the decision and shall cite any Rule of Procedure or other applicable authority.
- (4) The Speaker may invite contributions from Members but no debate shall be permitted on any such contribution.
- (5) The Speaker may permit limited debate on any contribution.

7. Procedure in case not provided for and precedents

In case of any doubt and for any question of procedure not provided in these Rules, the Speaker shall decide, having regard to the practices of the House, the Constitutional provisions and practices of other Commonwealth Parliaments in so far as they may be applicable to Uganda's Parliament.

8. Sitting Arrangement in the House

- (1) Every Member shall, as far as possible, have a seat reserved for him or her by the Speaker.
- (2) The seats to the right hand of the Speaker shall be reserved for the Leader of Government Business and Members of the Party in Government.
- (3) The seats to the left hand of the Speaker shall be reserved for the Leader of the Opposition and Members of the Opposition party or parties in the House.
- (4) An independent Member shall notify the Speaker in writing about the side of the House he or she wishes to sit.

9. Presence of President in the Chair

- (1) There shall be a Chair of State for the President in the Chamber.
- (2) The House shall be called to order and stand in silence whenever the President enters or leaves the Chamber.
- (3) The President may be accompanied in the Chamber by an Aide-de-Camp.
- (4) The President, while occupying the Chair of State-
 - (a) may make a Presidential statement, which shall be heard in silence and not followed by any comment or question; but
 - (b) shall not otherwise participate in the proceedings of the House in any way.

10. Parliamentary Commissioners

- (1) The Parliamentary Commission, established by the Constitution and the Administration of Parliament Act, Cap 257, shall be composed of-

- (a) The Speaker, who shall be Chairperson;
 - (b) The Deputy Speaker;
 - (c) The Leader of Government Business or his or her nominee;
 - (d) The Minister holding the Portfolio of Finance;
 - (e) The Leader of Opposition or his or her nominee; and
 - (f) Four Backbench Members.
- (2) In the absence of the Speaker, the Deputy Speaker shall chair the meetings of the Commission.
- (3) Of the four Backbench Members of Parliament prescribed under sub-rule (1), one shall come from the Opposition Party or Parties.
- (4) Without prejudice to sub-rule (3) at least one of the four Members referred to in that rule shall be a woman.
- (5) Parties referred to in sub-rule (3) shall through their whips designate persons for Membership to the Commission.
- (6) The Constitution of the Commission under this rule shall be done during the first session of a new Parliament and tenure of service of the four backbench Members shall be two and a half years subject to re-designation.

11. Election of Members of the East African Legislative Assembly

- (1) Members of the East African Legislative Assembly representing Uganda shall be elected in accordance with the rules set out in Appendix B, and such representation shall reflect the proportional Party Membership based on the numerical strength of the Parties in the House and take into consideration gender and other shades of opinion.
- (2) Members of the Assembly shall report to Parliament on the activities of the Assembly in accordance with the rules set out in Appendix C.

12. Election of Members of Pan African Parliament

- (1) Members of the Pan African Parliament representing Uganda shall be elected in accordance with the rules set out in Appendix D, and such representation shall reflect the proportional Party Membership in the House and take into consideration the numerical strength of the Parties, gender and the interests of the Independent Members.
- (2) The election to the Pan African Parliament shall take place in the first session of each Parliament.
- (3) Members of the Pan-African Parliament shall, with such modifications as may be necessary, report on the activities of the Pan-African Parliament in accordance with the rules set out in Appendix C.

13. Whips

- (1) There shall be in Parliament a Government Chief Whip appointed by the Government from among Members of Parliament representing the ruling party.
- (2) The role and functions of the Government Chief Whip is to ensure due attendance, participation in proceedings and voting in Parliament of Members of the ruling party.
- (3) The Government Chief Whip shall also perform such other functions as provided under sub-rule (10) of this rule.
- (4) There shall be in Parliament a Chief Opposition Whip appointed by the party in Opposition to the Government and having the greatest numerical strength among the Opposition parties in Parliament.
- (5) The role and functions of the Chief Opposition Whip is to ensure due attendance, participation in proceedings and voting in Parliament of Members of the Party in Opposition to the Government and having the greatest numerical strength in Parliament.
- (6) The Chief Opposition Whip shall also perform such other functions as provided under sub-rule (10) of this rule.
- (7) A Party in Opposition may appoint its party Whip.
- (8) The role and functions of a Party Whip is to ensure due attendance, participation in proceedings and voting in Parliament of Members of the Party.
- (9) The Party Whip shall also perform such other functions as provided under sub-rule (10) of this rule.

(10) Other functions of the Government Chief Whip, Opposition Chief Whip and Party Whip shall include:

- (a) organizing party business
- (b) keeping Members informed of business;
- (c) supplying lists of Members to serve on Standing and Sessional Committees;
- (d) co-operating with Whips in putting into effect and coordinating agreed Parliamentary business;
- (e) acting as intermediaries between leaders and other party Members;
- (f) arranging representations of party Members on official Parliamentary delegations; and
- (g) acting as tellers during divisions.

14. Suspension of Rules

- (1) Any Member may, with the consent of the Speaker, move that any rule be suspended in its application to a particular motion before the House and if the motion is carried, the rule in question shall be suspended.
- (2) This rule shall not apply in respect to rule 4, 5, 10, 11, 12(1), 83.

PART II

MEETINGS, SITTINGS AND ADJOURNMENT OF THE HOUSE

15. Meetings

- (1) Subject to these rules, the House shall meet on such days and such places as the Speaker shall determine.
- (2) Not less than fourteen days before the date of meeting, the Clerk shall despatch a notice of the meeting to each Member.
- (3) When the House has been adjourned by the Speaker to a specified date no further notice shall be necessary.

16. Emergency meetings

In the case of an emergency, the Speaker may call a special meeting at any time and at such place as he or she considers expedient, giving reasonable notice.

17. Commencement and Conclusion of sittings

- (1) A sitting of the House is duly constituted when it is presided over by the Speaker or Deputy Speaker.
- (2) Subject to sub-rule (4), the House shall sit on Tuesdays, Wednesdays and Thursdays.
- (3) Sittings shall, subject to the directions of the Speaker, ordinarily be between 2:00 O'clock in the afternoon and 7:00 O'clock in the evening.
- (4) Notwithstanding sub-rule (2) and (3) of this rule, the Speaker may, having regard to the state of business of the House, direct that sittings be held outside the period prescribed in sub-rule (3) or on days other than those prescribed in sub rule (2).
- (5) The Clerk shall notify all Members of the time of all sittings.

18. Suspension of sittings and recall of House from adjournment

- (1) The Speaker may at any time suspend a sitting or adjourn the House.
- (2) The Speaker shall be responsible, after consultation with the Business Committee, for fixing the time when a sitting of the House should be adjourned *sine die*.
- (3) The Speaker may, if he or she thinks fit, call a sitting of the House before the date or time to which it has been adjourned or at any time after the House has been adjourned *sine die*.

19. Public holidays

The House shall ordinarily not sit on public holidays.

20. Sittings of the House

- (1) Subject to these Rules, the sittings of the House or of its Committees shall be public.
- (2) The Speaker may, with the approval of the House and having regard to national security, order the House to move into closed sitting.

- (3) When the House is in closed sitting no stranger shall be permitted to be present in the chamber, side lobbies or galleries.
- (4) The Speaker may cause the proceedings and decisions of a closed sitting to be recorded or issued in such manner as he or she thinks proper.
- (5) No person other than a Member or a person acting under the authority of the Speaker shall keep a note or record of any proceedings or decisions of a closed sitting of the Houses whether in part or in full.
- (6) No person other than a person acting under the authority of the Speaker shall issue any report of, or purport to describe the proceedings or any decision of a closed sitting.
- (7) Disclosure of proceedings or decisions of a closed sitting by any person in any manner shall be treated as gross breach of privileges of the House.

21. Quorum of Parliament

- (1) The quorum of Parliament shall be one third of all Members of Parliament entitled to vote.
- (2) The quorum prescribed under sub-rule (1) shall only be required at a time when Parliament is voting on any question.
- (3) At any time when a vote is to be taken the Speaker shall ascertain whether the Members present in the House form a quorum for the vote to be taken, and if he or she finds that the number is less, the Speaker shall suspend the proceedings of the House for an interval of fifteen minutes, and the bell shall be rung.
- (4) If on the resumption of proceedings after the expiry of fifteen minutes, the number of Members present is still less than the required quorum for voting, the Speaker shall proceed with other business or suspend the sitting or adjourn the House without question put and in case of a Committee, the Chairperson shall adjourn the Committee.

- (5) If it appears to the Chairperson in a Committee of the whole House that there is less than the required quorum for the Committee to take decisions, the House shall be resumed thereupon and the Speaker shall act in accordance with the procedure set out in sub rules (3) and (4).

PART III

ORDER OF BUSINESS

22. Order of business

- (1) The Speaker shall determine the order of business of the House and shall give priority to Government business.
- (2) Subject to sub rule (1), the business for each sitting as arranged by the Business Committee in consultation with the Speaker shall be set out in the Order Paper for each sitting and shall whenever possible be transacted in the following order-
- (a) Prayers, in the form prescribed in Appendix A to these rules;
 - (b) Administration of Oaths;
 - (c) Election of Speaker and Deputy Speaker;
 - (d) Communication from the Chair;
 - (e) Addresses by the President;
 - (f) Message from the President;
 - (g) Addresses by Distinguished Personalities;
 - (h) Bills- (First Reading);
 - (i) Statements by Ministers;
 - (j) Personal Explanations/Brief Statements by Members;
 - (k) Presentation of Petitions;
 - (l) Presentation of Papers;
 - (m) Presentation of Reports of Committees by laying them on the Table;
 - (n) Presentation of reports of Parliamentary delegations abroad;
 - (o) Questions to Ministers, the Commission and Committee Chairpersons;
 - (p) Motions for introduction of Private Members' Bills;
 - (q) Motions for the adjournment of the House on a definite matter of urgent public importance;

- (r) Half-hour motions;
- (s) Oral notices of Motions;
- (t) Ceremonial Speeches;
- (u) Complaints on contempt of Parliament; and
- (v) Government business, that is Motions, Second Readings and subsequent stages of Bills and proceedings of the Committee of Supply arranged in order of precedence in accordance with this rule.

(3). A Statement made by a Member under sub-rule (2)(j) shall be non-controversial, on a matter of public importance or an emergency, and statements made under this sub-rule shall not take more than fifteen minutes of the House's time; the Speaker may order a Member to resume his or her seat if in the opinion of the Speaker improper use is being made of this rule.

(4). Parliament may by a specific vote, determine to proceed to any of the items under paragraph (a) to (v) of sub rule (2) out of the regular order, on a motion, which may be made without notice, and shall take precedence over all other business.

(5). The Clerk shall, on instructions of the Speaker, draw up the order of business for each sitting.

(6). Any item of business standing on the Order Paper on any particular day which has not been completed or reached on the interruption of business under the relevant provisions of these Rules, shall be placed on the Order Paper for the next sitting in such order as the Speaker may decide.

23. Procedure of Business

- (1) Government Business shall consist of public business in the name, or in the charge of a Minister.
- (2) Subject to these Rules on Tuesdays, Wednesdays and Thursdays, Government business shall take precedence over Private Members' business.
- (3) Private Members' business shall consist of business in the name of or charge of a Member other than a Minister.

- (4) The first two hours of a sitting on every Thursday shall be allotted to the transaction of Private Members' business.
- (5) If there is no sitting of the House on Thursday, the Speaker may in consultation with the Leader of Government Business and the Leader of the Opposition direct that any other day in the week be allotted for Private Members' business.

24. Order Paper to be sent in advance to Members

- (1) The Clerk shall send to each Member a copy of the Order Paper for each sitting-
 - a) in the case of the first sitting of a meeting, at least two days before that sitting.
 - b) in the case of any other sitting, at least three hours before the sitting without fail.
- (2) Subject to sub rule (1) the Clerk shall send to each Member every Friday, a copy of Order Paper containing business arranged for the succeeding week.
- (3) The Clerk shall keep a book to be called Order Book in which he or she shall enter and number in succession all matters intended for discussion at each meeting.

25. Statement of business by Leader of Government Business

Every last sitting day of the week, the Leader of Government Business shall make a statement in the House regarding the government business of the succeeding week.

26. Weekly Order Paper

- (1) A Weekly Order Paper including relevant documents, shall be made and distributed to every Member through his or her pigeon hole and where possible, electronically.
- (2) Where the relevant documents referred to in sub-rule (1) originate from a Government department, sector or agency, the responsible Minister shall avail to the Clerk sufficient copies of the documents for distribution to Members.

**PART IV
PETITIONS**

27. Petitions

- (1) Subject to these Rules, every application to Parliament shall be in the form of a petition, and every petition must be presented by a Member who shall be

responsible for the observance of the rules contained in Appendix E to these Rules and to inform the House that the petition is properly worded.

- (2) A petition not relating to a breach of the privileges of the House and which, according to the rules contained in Appendix E or usual practice of the House, shall on being received be brought to the Table under the direction of the Speaker.
- (3) In presenting a petition a Member shall confine himself or herself to a statement of the parties from whom it comes, the number of signatures attached to each of the material allegations and the requests contained in it.
- (4) Any Member may move a motion that the petition be rejected on the ground that it is not properly and respectfully worded, or on any other ground and if the motion is duly seconded and carried, the petition shall be rejected.
- (5) All petitions shall be laid on the Table without question put and a petition may be ordered to be printed or, if relating to a matter other than a Bill before a Committee, may be referred to a relevant Committee by the Speaker or on the request of the Member tabling the petition, for consideration and report.
- (6) No action taken upon a petition under this rule shall prejudice the subsequent reference of the petition to a Select Committee on a Bill under rule 119.
- (7) After consideration of a petition under this rule, the House may take any decision it considers appropriate and communicate its decision to the petitioner through the Office of the Speaker.
- (8) Petitions shall be filed with the Clerk who shall notify the Whips and table them before the Business Committee.

PART V

PAPERS

28. Presentation of Papers

A paper shall be presented to the House only by the Vice President, Prime Minister, a Minister, a Commissioner, a Chairperson of a Committee or a Member.

29. Mode of presentation of Papers

- (1) Sufficient copies of a paper to be tabled shall be made and distributed to Members.
- (2) As soon as the Clerk announces "Papers for Presentation" the paper shall be laid on the table without question put.
- (3) If so desired by the person presenting a paper, a short explanatory statement may be made by him or her upon its presentation.
- (4) Every paper presented to the House shall be recorded as so presented in the first issue of the Minutes thereafter and serially numbered by the Clerk who shall cause the same to be deposited into the Parliamentary Library.
- (5) Papers laid on table may be referred to the relevant Committees.

PART VI

PRESENTATION OF REPORTS OF PARLIAMENTARY DELEGATIONS ABROAD

30. Presentation of Reports of Parliamentary Delegations Abroad

- (1) Within twenty one sitting days of return to Uganda of an officially recognised parliamentary delegation or a delegation with some Members and staff of the House, the head of that delegation or any Member acting on his or her behalf, shall present a report to the House on the activities of the delegation.
- (2) After presentation of a report under sub rule (1) a limited debate may ensue.

PART VII

QUESTIONS TO MINISTERS AND OTHER MEMBERS

31. Ministers to attend the House to answer questions

(1) Ministers shall attend sittings of the House to answer questions asked of them.

(2) Question time to Ministers shall ordinarily not exceed one and a half hours except that the Speaker may, in exceptional cases, exercise his or her discretion and permit questions after the expiry of the one and a half hours.

(3) A Minister shall not take more than two weeks to respond to a question from a Member.

32. Rota of questions

The time available for answering questions shall be allotted on different days in rotation relating to such Ministry or Ministries as the Speaker may determine, and on each such day, only questions relating to the Ministry or Ministries for which time has been allotted on that day shall be placed on the list of questions for oral answer.

33. Subject-matter of questions

(1) Questions may be asked of Ministers relating to public affairs with which they are officially connected, proceedings pending in Parliament or any matter of administration for which those Ministers are responsible.

(2) Questions relating to matters which are under the control of a statutory body must be restricted to those matters for which a Minister is made responsible by law or which affect the general policy of that statutory body.

34. Questions to Chairpersons and the Commission

(1) Questions may be asked of Committee Chairpersons relating to a Bill, motion or other public matter connected with the business of the House for which the Committee is responsible.

(2) Questions may be asked of the Commission relating to the administration of Parliament or other Commission matters.

35. Notice of urgent questions

- (1) A question shall not be asked without notice unless it is of an urgent nature relating either to a matter of public importance or the arrangement of business and questions without notice shall only be asked with the prior leave of the Speaker.
- (2) Notice of a question shall be given by delivery of the written question to the Office of the Clerk at least three days (exclusive of any Saturday and Sunday or public holiday) before the day on which the sitting commences at which the Member proposes to ask the question.
- (3) The Clerk shall ensure that the notice delivered to him or her under sub rule (2) of this rule is communicated to the person required to answer it as soon as is practicable from the date of delivery and the person asking the question shall be informed of the communication.
- (4) The Speaker shall determine the admissibility of a question in accordance with rule 37.
- (5) If the Speaker is of the opinion that any question, of which a Member has given notice to the Clerk or which a Member has sought leave to ask without notice, infringes any of the conditions set out in this rule, the Speaker may direct that it be printed or asked with such alterations as he or she shall direct, or that it be returned to the Member concerned as being inadmissible.
- (6) Where the Speaker has refused to admit any question under this rule, the Member bringing the question is entitled to appeal in writing to the Business Committee for a decision.
- (7) There shall be a Question Record book to be kept by the Clerk, which shall be open for inspection by Members and in which shall be recorded-
 - (a) all questions submitted by Members;
 - (b) questions admitted by the Speaker and the time of their transmission to the person to answer the question;
 - (c) questions not admitted and the reasons for their rejection;
 - (d) answers given to the question, and the form of answer;

(e) questions which have received no answers.

(8) A Member who desires an oral answer to a question shall mark it with 'oral reply'.

(9) Answers to questions not so marked shall be communicated in writing to Members and shall be printed in the official report.

36. Order of oral questions to be determined by lot

(1) The order in which questions for oral answers shall be placed on the list of questions shall be determined by lot under the direction of the Speaker.

(2) Not more than three questions for oral answers shall be asked by a Member at any one sitting.

(3) The answer for any question remaining on the Order Paper after the time allocated for questions has passed shall be printed in the Official Report.

(4) No question, other than an urgent question provided for under sub rule (1) of rule 35, submitted less than six days before the end of a meeting, shall be admitted for oral answers.

(5) Answers to late questions referred to in sub rule (4) may be communicated in writing to Members.

37. Conditions for admissibility of questions

(1) Questions must comply with the following conditions-

(a) a question shall not include the names of persons or statements of fact unless they are necessary to make the question intelligible; and in the case of statements of fact, can be authenticated by the Member concerned; or contain charges which the Member asking the question is not prepared to substantiate;

(b) a question shall not contain any arguments, expression of opinion or inferences, imputations, epithets or controversial, ironical or offensive expressions or hypothetical cases;

- (c) no question shall be asked which raises an issue already decided, or which has been answered substantially, during the current Session;
 - (d) a question shall not be asked regarding proceedings in a Committee which have not been tabled before the House by a report from the Committee;
 - (e) a question shall not solicit the expression of an opinion or the solution of an abstract legal case or a hypothetical proposition;
 - (f) a question shall not be asked as to the character or conduct of any person except in his or her official capacity;
 - (g) a question shall not refer to more than one subject and shall not be of excessive length;
 - (h) a question shall not be asked the answer to which is readily available in official publications;
 - (i) a question shall not be asked on the character or conduct of persons whose conduct may only be challenged on a substantive motion; and
 - (j) a question shall not be drafted as to be likely to prejudice a case under trial.
- (2) A supplementary question shall be subject to the same rules of order as an original question.

38. Manner of asking and answering questions

- (1) At question time, the Speaker shall call successively each Member in whose name a question stands on the Order Paper;
- (2) The Member called upon shall rise and read out the number assigned to the question standing in his or her name on the Order Paper.
- (3) In the absence of the Member asking the question, any Member authorised by the Member may, with the Speaker's prior permission, read the number of the question on behalf of the absent Member.
- (4) The answer to any question shall be printed and a copy of it supplied to the Member asking it, not less than fifteen minutes before the time fixed for the sitting at which the question is to be answered, and the answer shall be read by the Member to whom the question is addressed or by the Member acting for the Member to whom the question is addressed.

- (5) The reply to a question shall be limited to three minutes. However, if the Speaker considers that the matter is of sufficient importance, up to an additional two minutes may be added to this time.
- (6) Without prejudice to the right to answer a question, no Member shall address the House upon any question, nor in asking the question, shall any argument or opinion be offered.
- (7) When any question has been asked and answered, no debate on it shall be permitted.

39. Supplementary questions

- (1) As soon as a question is answered in the House, any Member, beginning with the Member who asked the question, may, without notice, ask a supplementary question for the further elucidation of any Matter of fact regarding the answer which has been given. Supplementary questions shall arise directly from the answer to the original question and shall not be used to introduce matters not included in the original answer to the question.
- (2) The reply to each supplementary question shall, except with the permission of the Speaker, be limited to two minutes.

**PART VIII
STATEMENTS BY MINISTERS**

40. Statements by Ministers

- (1) A Minister may make a statement at the appropriate time on the sequence of business prescribed by rule 22 with the prior permission of the Speaker whether for the purpose of explaining Government policy or action upon any matter.
- (2) No debate shall follow from the statement but elucidatory questions may, with the permission of the Speaker, be asked of the Minister making the statement.

**PART IX
STATEMENTS BY MEMBERS AND PERSONAL EXPLANATIONS**

41. Statements by Members

- (1) With the leave of the Speaker, a Member may make a statement on any matter of urgent public importance relating to the functions of the House.
- (2) Any statement by a Member shall be presented on Thursday and may be commented upon by other Members for a limited duration of time not exceeding fifteen minutes and shall be submitted to the Speaker in writing before 11 a.m. on the day on which it is to be made.

42. Personal Explanations

- (1) A Member may explain a matter of personal nature but no controversial matter may be brought in the explanation nor may debate arise upon it.
- (2) Unless the situation warrants otherwise any personal explanation under this rule shall be submitted to the Speaker in writing by 11.00 a.m. on the day on which it is to be made.

PART X

MOTIONS AND AMENDMENTS TO MOTIONS

A. GENERAL MOTIONS

43. Notice of motions

Subject to the provisions of rule 44, no motion shall be moved unless the Member moving it has given written notice of the same to the Speaker and the Clerk not less than three days previous to the sitting at which it is intended to be moved.

44. Oral notice of motions

(1) Notwithstanding the provisions of rule 43, a Member may, with leave of the Speaker, give oral notice of a motion during a sitting, but the motion shall not be placed on the Order of Business until three clear days have elapsed since the notice was given, unless the Speaker is of the opinion that it is in the public interest that it should be placed on the Order of Business prior to the expiration of three days, in which case, the Speaker may direct that it be placed on the Order of Business at such time as he or she thinks convenient.

(2) Any oral notice of a motion shall be reduced into writing and handed to the Clerk before notice is given to the House.

45. Amendment of notices of motion

The Speaker may permit a Member to move in amended form, without notice, a motion of which notice has been given, if in the opinion of the Speaker, the amendment does not materially alter any principle embodied in the motion of which notice has been given.

46. Motions without notices

(1) The following motions may be moved without notice-

- (a) any motion by way of amendment to a question already proposed by the Speaker;
- (b) an adjournment motion for purposes of discussing a definite matter of urgent public importance;
- (c) any motion for the adjournment of a debate;
- (d) any motion for the suspension of any rule of Procedure;
- (e) any motion for the withdrawal or re-admission of strangers;
- (f) any motion for the reference of a Bill to a Committee;
- (g) any motion for the House to resolve itself into a Committee of the Whole House;
- (h) any motion made when the House is in Committee;
- (i) any motion for the approval of a report of the Committee of Supply;
- (j) any motion made in accordance with the provisions of the rules governing the procedure as to Bills;
- (k) any motion certified by the Speaker to be a matter of emergency;
- (l) any motion, notice of which has been dispensed within in accordance with rule 44;
- (m) any motion raising a question of privilege;
- (n) any motion for closure of debate under rule 68; and
- (o) any motion relating to an appeal from the President or a reference from the Committee on appointment under rule 146.

(2) A Member may move a motion without notice in the following manner –

“Mr. Speaker/Chairperson I rise to move that the House/Committee considers the following motion without notice under (sub-rule (1) of this rule”.....)

47. Seconding of motions

(1) In the House, the question upon a motion or amendment shall not be proposed by the Speaker nor shall the debate on the same commence unless the motion or amendment has been seconded.

(2) In Committee of the Whole House or a Committee, a seconder of a motion shall not be required.

48. Amendments to motions

(1) When any motion is under consideration in the House or in Committee of the Whole House, an amendment may be proposed to the motion if it is relevant to the motion.

(2) Any amendment may be proposed to the amendment if it is relevant to that amendment.

(3) Any amendment moved and permitted by the Speaker shall be put in writing by the mover and delivered to the Clerk.

(4) No amendment shall be permitted if, in the opinion of the Speaker, it substantially alters the principle of the question proposed.

(5) Any amendment to the motion which a Member wishes to propose under this rule, may be moved and seconded at any time after the question upon the motion has been proposed by the Speaker, and before it has been put by the Speaker at the conclusion of the debate upon the motion.

(6) When the amendment has been disposed of, the Speaker shall again propose the question upon the motion as amended, as the case may require, and after any further debate which may arise on it, shall put the question.

(7) Where two or more amendments are proposed to be moved to the same motion, the Speaker shall call upon the movers in the order in which their amendments relate to

the text of the motion, with the one which departs furthest being called first, or in case of doubt, in such order as he or she shall decide.

- (8) Any amendment to an amendment which a Member wishes to propose shall be moved and seconded at any time after the question upon the original amendment has been proposed by the Speaker, and before it has been put by the Speaker at the conclusion of the debate on the original amendment.
- (9) The provisions of sub rule (7) of this rule shall apply to the discussion of the amendments to amendments, with the substitution for the word “motion” throughout, of the words “original amendment.”
- (10) When every amendment to an amendment has been disposed of, the Speaker shall either again propose the question upon the original amendment, or shall propose the question upon the original amendment as amended, as the case may require.
- (11) Upon any amendment to delete any of the words of a motion, the question to be proposed by the Speaker shall be “That the following words ... be deleted from the question.”
- (12) Upon any amendment to insert words in, or add words at the end of a motion, the question to be proposed by the Speaker shall be “That the following words ... be inserted (or added).”
- (13) Upon an amendment to delete words and insert or add other words instead, a question shall first be proposed “That the following words... be deleted from the question”, and if the question is agreed to, the question shall then be proposed “That the following words, ... be there inserted (or added).”
- (14) If the first question is negatived, no further amendment may be proposed to the words which were to be deleted.

- (15) If an amendment is moved to an amendment upon which the Speaker has proposed a question, the last-mentioned amendment shall be dealt with as if it were the original motion until all amendments to it have been disposed of.

49. Withdrawal of Motions

- (1) A motion or an amendment to the motion may be withdrawn at the request of the mover, by leave of the House or Committee before the question is put on the motion or the amendment.
- (2) A motion or an amendment withdrawn under this rule may be proposed again, if, in case of a motion, notice as required by these rule is given.
- (3) If the question has been proposed on an amendment to a motion, the original motion may not be withdrawn until the amendment to the motion has been disposed of.

50. Manner of debating motions

- (1) When a motion has been moved and seconded in the House, the Speaker shall propose the question on the motion in the same terms as the motion, and debate may then take place upon that motion and may continue for a period not exceeding one hour.
- (2) The Speaker may at the beginning of any debate specify the period that each Member contributing to a debate may be given.
- (3) The Speaker may call upon the mover to reply at the end of the period allocated for debate and immediately the mover has concluded his or her reply, shall put the question to the House.

B. SPECIALISED MOTIONS

51. Adjournment Motion: Definite matter of urgent public importance

- (1) Any Member may move the adjournment motion for the purpose of discussing a definite matter of urgent public importance, and if-
- (a) not less than five other Members rise in their places in support; and

- (b) the Speaker orders that the matter is a definite matter of urgent public importance; the Speaker shall appoint a time on the same day when the motion may be moved.
- (2) A Member desiring to move the adjournment motion under sub-rule (1) shall, save in exceptional circumstances given out to the satisfaction of the Speaker, submit to the Speaker the terms, in writing, of the matter which he or she desires to be discussed at least two hours before the commencement of the day's sitting.
- (3) In determining whether a matter should have urgent consideration, the Speaker shall have regard to-
 - (a) the extent to which it concerns the administrative responsibilities of the Government or could come within the scope of Ministerial action; and
 - (b) the probability of the matter being brought before the House within a reasonable time by other means.
- (4) The right to move a motion under this rule is subject to the following conditions-
 - (a) the matter proposed for discussion must be one that calls for immediate and urgent consideration;
 - (b) not more than one such motion may be made at any one sitting;
 - (c) not more than one matter may be discussed on the same motion;
 - (d) the motion must not revive debate on a matter which has already been discussed in the same Session under this rule;
 - (e) the motion must not raise a question of privilege;
 - (f) the debate under the motion must not raise any question which, according to these rules, can only be debated on a substantive motion under notice;
- (5) Any proceeding which has been postponed under this rule shall be exempted from rule 24(1) (b) for a period of time equal to the duration of the proceedings upon a motion under this rule, and may be resumed and proceeded with at or after the time fixed for debating the motion.

52. Motion for adjournment of debate (Dilatory Motions)

- (1) A Member who wishes to postpone to some future occasion further discussion of a question which has been proposed from the chair may move "that the debate be now

adjourned”, or in Committee of the Whole House, “that the House do now resume and the Committee do report thereto”, such motion being termed dilatory motion.

- (2) The debate on any such motion shall be confined to the matter of the motion.
- (3) If the Speaker or the Chairperson holds the opinion that any such dilatory motion is an abuse of the Proceedings of the House or Committee, as the case may be, he or she may decline to propose it.
- (4) If the motion is carried, debate shall be deferred to a date fixed by the Speaker
- (5) A dilatory motion, which has been negatived, may not subsequently be moved during the same debate, whether in the House or in the Committee of the Whole House.
- (6) A dilatory motion shall be made only by a Member who having been called by the Speaker to contribute to a substantive motion is holding the floor.

53. Debate interrupted by adjournment of the House

Any debate interrupted by a motion under rule 52 shall, on coming again before the House or a Committee of the House, be resumed at a point where it was interrupted as if it were a continuous debate.

54. Half Hour motions

(1) On any day on which the Order Paper contains the item half-hour motions, the Speaker shall interrupt business thirty-minutes before the conclusion of business or at the conclusion of business before that time, and call upon the Member in whose name the item stands to move the half-hour motion.

(2) On the interruption of business under sub rule (1), the closure may be moved, and if it is so moved or if proceedings under rule 58 are already in progress at the time of interruption, the Speaker shall not interrupt the business until the question consequent upon the moving of the closure and any further question relating to it has been decided.

(3) If business is interrupted for a half-hour motion and at that hour a division is in progress, the Speaker shall not interrupt business until he or she has declared the determination of the House on the division.

(4) The right to move the motion shall not be allotted to more than one Member for each Sitting, and at the stated end of the Sitting or the conclusion of the debate before that time, the Speaker shall put the question on the motion without allowing a division.

(5) Where the Member is called upon, the sitting shall be subject to the provisions of rule 65 and debate may proceed for not more than thirty minutes.

55. Motion with regard to settlement of financial matters

Parliament shall not proceed on any motion, including any amendment to a motion, that in the opinion of the person presiding makes provision for any of the purposes set out in rule 108 unless the motion is introduced by a Member or a Minister on behalf of the President.

56. Motions to amend Rules

(1) A Member may move that any of these rules be amended by giving not less than five days notice.

(2) The notice of any motion for the amendment of any of these rules shall be accompanied by a draft of the proposed amendment.

(3) When the motion has been proposed and seconded, it shall stand referred to the Committee on Rules, Privileges and Discipline, and no further proceedings shall be taken on it until that Committee has reported on it.

**PART XI
RULES OF DEBATE**

57. Time and manner of speaking

(1) A Member desiring to speak shall rise and address the Chair and shall only speak after catching the Speaker's eye.

(2) When the Speaker rises during the proceedings in the House or when the Chairperson rises during the proceedings in a Committee of the whole House, every other Member shall rise.

(3) By the indulgence of the Speaker, a Member unable to conveniently stand by reason of sickness or disability, may be permitted to speak while sitted.

(4) The Speaker shall be referred to as Mr/Madam/ Speaker.

(5) A Minister shall be referred to by his or her Ministerial title.

(6) Every other Member shall be referred to as "Honourable" together with the name of his or her constituency or the group or body represented by the Member, that is, "the Honourable Member for ..."

(7) Where an Honourable Member has already been referred to as described in sub rule (6) in a speech, he or she may only be further referred to as "My Honourable Friend" or "The Honourable Gentleman, Lady or Member".

(8) No Member shall speak more than once to any motion except-

- (a) in Committee or before a Committee of the House; or
- (b) in explanation, as prescribed in sub rule (9) of this rule; or
- (c) in the case of the mover of a substantive motion wishing to reply;

but any Member may second a motion or an amendment by rising in his or her place and saying "Mr /Madam/Speaker, I beg to second the motion (or amendment)" without prejudice to his or her right to speak at a later period of the debate.

(9) A Member who has spoken to a motion may again be heard, for the purpose of explaining some material part of his or her speech which has been misunderstood, or vindicating his or her character or conduct if it has been impugned, but he or she must not in the process introduce new matter.

(10) Subject to rule 47 the mover of the motion shall be called upon to speak to his or her motion before any other Member.

(11) The Speaker may, on the commencement of the proceedings of the day or on any motion, announce the time limit he or she is to allow each Member contributing to debate and may direct a Member to take his or her seat who has spoken for the period given.

58. Close of debate

No Member may speak on any question after it has been put by the Speaker, that is, after the voices of both Ayes and Noes have been given on it.

59. Contents of speeches

(1) It is out of order to use offensive, abusive, insulting, blasphemous or unbecoming words or to impute improper motives to any Member or to make personal allusions.

(2) It is out of order to attempt to reconsider any specific question upon which the House has come to a conclusion during the current Session.

(3) The speech of a Member must have reference to the subject matter under discussion.

(4) The conduct of the Speaker, Members, the Chief Justice and Judges of the Courts of Judicature shall not be raised, except upon a substantive motion, and, in any amendment, question to a Member or remarks in a debate on a motion dealing with any other subject, any reference to the conduct of persons mentioned is out of order.

60. Sub-judice Rule

(1) Reference shall not be made to any matter on which judicial decision is pending in such a way as may in the opinion of the Speaker, prejudice the interest of any party to the action.

(2) This rule shall cease to have effect in any case when verdict has been arrived at or judgment given or in any case where an appeal has been lodged, when the appeal has been decided.

61. Scope of debate

(1) Debate upon any motion or amendment to a motion or upon any Bill, part of a Bill or amendment to a Bill, shall be relevant to the matter being debated.

(2) Where an amendment to a motion or to a Bill proposes to leave out words and insert or add other words instead of them, debate upon the question to leave out words may include both the words to be left out and those proposed to be inserted or added.

(3) On an amendment proposing only to leave out words or to insert or add words, debate shall be confined to the omission, insertion or addition of words respectively.

(4) In any debate on an amendment to a motion, the Speaker may, in his or her discretion, direct that the debate on the amendment may include debate on the matter of the motion where, in his or her opinion, the matter of the amendment is not conveniently separable from the matter of the motion.

(5) When the Speaker gives a direction under sub-rule (4), any Member who has already spoken to the motion may, in speaking to the amendment, speak only to a new matter raised by the amendment.

62. Newspapers, periodicals not to be read in the House

Subject to these rules, and except with the leave of the Speaker, Members shall not read newspapers or periodicals or books in the Chamber of the House.

63. Reading of Speeches by Members

(1) A Member shall not read his or her speech, but may read extracts from written or printed documents in support of his or her argument and may refresh his or her memory by reference to notes.

(2) The Speaker may, in exceptional circumstances, permit a Member to read his or her speech.

64. Speaker not to participate in debate

The Speaker shall not take part in any debate before the House, but may give guidance to the House on any matter before it.

65. Interruptions of debate

- (1) Debates may be interrupted-
 - (a) by a point of order being raised;
 - (b) by a matter of privilege suddenly arising;
 - (c) upon a point of information or elucidation or clarification;
 - (d) upon a point of procedure.

- (2) Where a Member rises on a point of procedure or order the Member holding the floor shall immediately resume his or her seat.

- (3) Where a point of procedure or order has been raised, except by leave of the Speaker, no other Member shall rise until the Speaker has decided upon the matter.

- (4) Where a Member interrupts debate on a point of procedure the Member shall state the rule of procedure he or she deems to have been breached by the Member holding the floor or the procedural matter he or she wishes ruled upon before subjecting the Member to the Speaker's ruling.

- (5) A Member may rise on a point of information or elucidation or clarification based on a matter raised by a Member holding the floor but may only proceed with the point if the Member holding the floor is willing to give way and resume his or her seat.

- (6) Where effect has been given to the decision on the point of procedure or order, the Member who was speaking is entitled to proceed with his or her speech unless the decision prevents him or her from doing so.

- (7) When giving leave to interrupt debate the Speaker shall follow the following precedence-
 - (a) points of procedure;
 - (b) points of order;
 - (c) points of information, elucidation or clarification.

66. Motion that a Member be no longer heard

If a Member persists in irrelevance or tedious repetitions or uses objectionable words and on being called to order fails to retract or explain the words and offer an apology to the satisfaction of the Speaker, any Member may, with the consent of the Speaker, move that the

Member using the objectionable words be no longer heard, and the question on that motion shall be put forthwith without amendment or debate.

67. Anticipation

(1) It is out of order to anticipate a Bill by discussion of a motion dealing with the subject matter of the Bill on a day prior to that appointed for the consideration of that Bill.

(2) It is out of order to anticipate a motion by discussion of any matter directly relating to the subject matter of the motion prior to the date appointed for the consideration of the motion.

(3) In determining whether a discussion is out of order on the ground of anticipation, the Speaker shall have regard to the probability of the subject matter in anticipation being brought before the House within a reasonable time.

(4) No Member may refer in a debate to any matter in a Committee report until such a report has been tabled in the House.

68. Closure of debate

(1) After a question has been proposed in the House or in Committee and debated, a Member may move "That the question be now put", and, unless it appears to the Speaker that the motion is an abuse of the rules of the House or an infringement of the rights of any Member, the question "That the question be now put" shall be put forthwith and decided without amendment or debate.

(2) If the question of closure is agreed to by a majority, the motion which was being discussed when the closure motion was moved shall be put forthwith without further discussion.

**PART XII
BEHAVIOUR OF MEMBERS DURING DEBATE**

69. Dress Code

All Members shall dress in a dignified manner that is to say-

- (a) a suit, a pair of long trousers, jacket, shirt and tie; a kanzu and jacket or a Safari Suit, for male Members;
- (b) a suit, a jacket, blouse and skirt or dress for lady Members;
- (c) decent traditional wear;
- (d) military attire for Members of the Armed Forces
- (e) all Members shall put on dignified shoes, save that a Member may, with the prior leave of the Speaker, put on foot wear which may not necessarily be described as shoes.

70. Behaviour of Members in the House

During a sitting -

- (a) all Members shall enter or leave the House with decorum;
- (b) no Member shall cross the floor of the House or move around unnecessarily;
- (c) while a Member is speaking, all other Members shall be silent and shall not make unseemly interruptions;
- (d) when a Member has finished his or her observation he or she shall resume his or her seat;
- (e) a maiden speech shall not be interrupted except by the Speaker or in circumstances which in the opinion of the Speaker warrant interruption;
- (f) no Member shall, without the consent of the Speaker, bring into the House anything other than papers, books or other documents which are directly connected with the business of the House;
- (g) no Member shall bring into the House any camera, arms or weapon, tape recorder, transistor radio, mobile telephone, or other electronic device; and
- (h) no Member shall clap in the House

71. General Behaviour

In all other matters, the behaviour of Members of the House shall be guided by the Code of Conduct of Members prescribed in Appendix F.

**PART XIII
ORDER IN THE HOUSE**

72. Chair to be heard in silence

When the Speaker addresses the House, any Member then standing shall immediately resume his or her seat and the Speaker shall be heard in silence.

73. Decision of the Speaker or Chairperson

The Speaker or the Chairperson of a Committee shall be responsible for the observance of the rules or order in the House or Committee and his or her decision upon any point shall not be open to appeal and shall not be reviewed by the House except upon a substantive motion made after notice.

74. Order in the House and Committees

(1) The Speaker or the Chairperson, after having called the attention of the House or the Committee to the conduct of a Member who persists in irrelevance or tedious repetition either of his or her own arguments, or of the arguments made by other Members in the debate, may direct the Member to discontinue his or her speech.

(2) The Speaker or Chairperson, shall order any Member whose conduct is grossly disorderly to withdraw immediately from the House or Committee for the remainder of that day's sitting; and the Clerk or the Sergeant-at-Arms shall act on such orders as he or she may receive from the Speaker or Chairperson to ensure compliance with this rule.

75. Naming and suspension of Members

(1) If the Speaker or the Chairperson of any Committee considers that the conduct of a Member cannot be adequately dealt with under sub rule (2) of rule 74, he or she may name the Member.

(2) Where a Member has been named, then-

(a) in the case of the House, the Speaker shall suspend the Member named from the service of the House; or

(b) in the case of a Committee of the whole House, the Chairperson shall forthwith leave the Chair and report the circumstances to the House and the Speaker shall suspend the Member named from the service of the House.

(3) Where a Member has been named by a Chairperson of a Committee, the Chairperson shall, with the consent of the Committee, suspend the Member named from its service and report at the next sitting of the House.

(4) If a Member is suspended, his or her suspension on the first occasion in a Session shall be for the next three sittings, excluding the sitting in which he or she was suspended; on the second occasion in a Session, for the next seven sittings excluding the sitting in which he or she was suspended, and on the third and any subsequent occasion during the same Session, for the next twenty eight sittings of the House, excluding the sitting in which the Member was suspended.

(5) Notwithstanding the number of days a Member has been suspended, the suspension shall cease at the end of the Session in which he or she was suspended unless the House otherwise directs.

(6) Where a Member who has been suspended under this rule from the service of the House refuses to obey the direction of the Speaker when summoned under the Speaker's orders by the Sergeant-at-Arms to obey such direction, the Speaker shall call the attention of the House to the fact that recourse to force is necessary in order to compel obedience to his or her direction, and the Sergeant At Arms shall be called upon to eject the Member from the House.

(7) Subsequent to the suspension, on receipt from a Member so suspended a written expression of regret, the Speaker shall read the message to the House and upon a motion moved by any Member for the discharge of the order of suspension, the question thereon shall be decided without amendment or debate and if the question is agreed to, the order shall be discharged and the Member shall be re-admitted.

(8) Suspension from the service of the House shall exclude a Member so suspended from serving on any Committee to which he or she may have been appointed prior to his suspension and bar him or her from lodging questions or notices of motion.

76. A Member suspended to withdraw from precincts

A Member who is ordered to withdraw under sub rule (2) of rule 74 or who is suspended from the service of the House by virtue of sub rule (2) or (3) of rule 75 shall immediately withdraw from the precincts of the House until the end of the suspension period.

77. **Defamatory statements to be investigated by Committee on Rules, Privileges and Discipline**

(1) Whenever in the opinion of the Speaker or person presiding in a Committee a statement made by a Member is prima facie defamatory of any person, the person presiding shall refer the matter for inquiry to the Committee on Rules, Privileges and Discipline which shall report its findings to the House not later than twenty one days after the matter is referred to it.

(2) Where the Committee reports to the House that the statement made by the Member is defamatory of any person, the Member who made the statement shall, within seven days after that report, render an apology at the bar of the House, the terms of which shall be approved by the Committee and communicated to the person who was defamed.

(3) Where a Member refuses to render an apology in accordance with sub rule (2), the Speaker, upon the circumstances of the matter being reported to him or her by the Chairperson of the Rules, Privileges and Discipline Committee shall suspend that Member for the duration of the Session.

78. **Powers of the Speaker to adjourn the House or suspend sitting**

In the case of grave disorder arising in the House the Speaker may adjourn the House without question put, or suspend the sitting till a time to be named by the Speaker.

**PART XIV
VOTING IN THE HOUSE**

79. **Questions to be decided by majority**

(1) Except as otherwise prescribed by the Constitution or any law consistent with the Constitution, all questions proposed for decision of Parliament shall be determined by a majority of votes of the Members present and voting.

- (2) The person presiding in Parliament or Committee shall have neither an original nor a casting vote and if upon any question before the House, the votes are equally divided, the motion shall be lost.
- (3) For the avoidance of doubt the Speaker or Deputy Speaker, a Chairperson or Deputy Chairperson of a committee while not presiding, shall retain his or her right to debate and vote.

80. Declaration of personal interest in any matter before the House

- (1) A Member shall not in or before the House or any Committee, take part in the discussion of any matter in which he or she has direct pecuniary interest unless he or she has declared the nature of that interest to the House or Committee.
- (2) A Member having any interest in any matter before the House shall declare the nature of his or her interest in the matter and shall not vote on any question relating to that matter.
- (3) At the time of voting, a Member, who has declared his or her interest under this rule shall absent himself or herself from the meeting until voting is over.
- (4) If a Member fails to declare his or her interest under sub rule (1), any other Member may raise the matter in the House and the Speaker may order that the first-mentioned Member shall not vote on the matter and may refer the conduct of that Member to the Rules, Privileges and Discipline Committee.
- (5) The Committee may, after investigation, recommend to the House such action on the matter as it may consider appropriate.

81. Ex-officio Members of Parliament

A Vice-President, Prime Minister or a Minister who by virtue of Article 78 of the Constitution, is an ex-officio Member of Parliament, shall not vote in the House.

82. Voice Voting

When the question has been put by the Speaker or the Chairperson, the votes shall be taken by voices of "Ayes" and "Noes" and the result shall be declared by the Speaker or the Chairperson.

83. Secret vote

There shall be secret voting in the House in respect of-

- (a) the election or removal of a person holding office under the Constitution or under a law made under the Constitution;
- (b) removal of a Parliamentary Commissioner;

84. Roll call and tally

- (a) The voting at the second and third reading of the Bill for an Act of Parliament to amend a provision of the Constitution.
- (b) The censure of a Minister.
- (c) The decision on an appeal from the President or a reference from the Appointments Committee under rule 146.

85. Division

- (1) Where after the Speaker or the Chairperson has announced the results of the voting under rule 82, immediately, forty or more Members stand in their places signifying their disapproval of the outcome of the vote, the Speaker or Chairperson shall order for a division.
- (2) Where a division has been ordered, the lobbies shall be cleared for the purpose.
- (3) The Speaker or the Chairperson shall direct the "Ayes" into the lobby on his or her right and the "Noes" into the lobby on his or her left and appoint two tellers for each lobby and one for those who abstain to count the votes.
- (4) The tellers shall take positions by the rear doors to the respective lobbies and all Members shall enter the lobbies by those rear doors and shall leave through the fore doors back to the Chamber.
- (5) The Members shall have their names recorded as they pass through the rear doors.
- (6) After the lapse of a reasonable period from his or her original direction, the Speaker shall direct that the rear doors giving access to the division lobbies from the Chamber be closed.
- (7) A Member is not obliged to vote, and any Member who does not wish to vote shall not enter a division lobby while a division is in progress.
- (8) A record shall be made of the names of Members who abstain.

- (9) When all Members wishing to vote have left the division lobbies, the tellers shall return to the Chamber and shall report the number of those who have voted in their respective lobbies, and those who have abstained, to the Speaker or the Chairperson, who shall then declare the results of the division.
- (10) The rear doors giving access to the lobbies from the Chamber shall then be unlocked.
- (11) In the case of confusion or error occurring in the course of a division concerning the numbers recorded which cannot otherwise be corrected, the Speaker or the Chairperson shall direct the House or the Committee, as the case may be, to proceed to another division.
- (12) For the purposes of this rule, unless the context otherwise requires “fore doors” means those doors on the sides of the Chamber nearest to the Speaker; “rear doors” means those doors on the sides of the Chamber furthest from the Speaker.

86. Division by Speaker

The Speaker or the Chairperson may at his or her discretion, order for a division.

87. Incapacity to pass through the lobbies

Members who are incapacitated by some physical infirmity or disability shall for purposes of a division be counted and recorded in the House.

88. Voting in error

If a Member states that he or she voted in error or that his or her vote was counted wrongly, he or she may, immediately before the Speaker announces the figures and before the Speaker declares the results of the division, move to have his or her vote correctly recorded.

89. Equality of Votes

If the numbers in a division are equal the motion shall be considered lost.

PART XV

VOTES OF CENSURE AND REMOVAL FROM OFFICE

90. Votes of censure and removal from office

The House may pass a resolution for the removal of the President from office, or pass a vote of no confidence in the Speaker or the Deputy Speaker, or pass a vote of censure against a Minister as prescribed by the Constitution or for the removal of a Parliamentary Commissioner.

91. Removal of the President Under Article 107 of The Constitution

(1) The President may be removed from office by a resolution of Parliament, on grounds prescribed under article 107 of the Constitution.

(2) A motion for a resolution for the removal of the President shall be initiated by a notice in writing to the Speaker, signed by not less than one third of all the Members of Parliament, indicating their intention of moving a motion for a resolution for the removal of the President on grounds of either -

- (a) abuse of office or wilful violation of the oath of allegiance and the Presidential oath or any provision of the Constitution;
- (b) misconduct or misbehaviour; or
- (c) physical or mental incapacity.

(3) A Member who is desirous of moving a motion for the removal of the President shall notify the Clerk in writing of his or her intention, citing the grounds for the proposed motion and giving detailed particulars supporting such ground.

(4) The Clerk shall, within three days upon receipt of the notice of a motion under sub rule (3), notify Parliament by causing the notice, grounds and particulars supporting the grounds of the proposed motion to be pinned on the Members' notice board.

(5) The Clerk shall on the date and time of pinning the notice of motion on the Members' notice board also cause to be prepared and deposited with the Sergeant-at-Arms, for a period of ten working days, a list of all Members of Parliament with an open space against each name for purposes of appending of signatures which list shall be entitled "SIGNATURES IN SUPPORT OF THE NOTICE OF MOTION TO REMOVE THE PRESIDENT."

- (6) After one third of the Members have appended their signatures on the list signifying support for the proposed motion, the Sergeant At Arms shall, with immediate effect, forward the list to the Clerk who shall immediately [not later than twenty four hours] transmit the notice of motion, the grounds and all supporting particulars and signatures to the Speaker.
- (7) Any signature appended to the notice shall not be withdrawn.
- (8) If within the ten days referred to in sub-rule (5), less than a third of the Members have appended their signatures on the same, the notice shall lapse.
- (9) For purposes of a notice for a resolution based on grounds under paragraphs (a) and (b) of sub-rule (2), the Speaker shall, within twenty four hours of receipt of the notice and accompanying particulars, forward the same to the President and a copy of the same to the Chief Justice.
- (10) Within seven days from receipt of the notice, the Chief Justice shall constitute a Tribunal of three Supreme Court Justices to investigate the allegations contained in the notice and establish whether there is a prima facie case for the removal of the President. The Tribunal's investigations shall be carried out within a period of seven consecutive days from the start of the investigations.
- (11) The President shall be entitled to appear in person or by a representative of his or her choice before the Tribunal.
- (12) If the Tribunal's finding is that there is a prima facie case for the removal of the President, the Speaker shall, after the tabling of the report, cause the motion to be formally moved and debate on the motion shall take not more than three days.
- (13) The mover of the motion shall be entitled to a closing speech at the end of the debate.
- (14) If at the end of the debate Parliament passes the motion by not less than two thirds majority of all the voting Members of Parliament, the President shall cease to hold office.

(15) If the Tribunal finds that there is no prima facie case made against the President, the Speaker shall report this finding to Parliament and no debate shall ensue on the matter.

(16) For purposes of a resolution based on ground cited in sub rule (2)(c), the Speaker shall, within twenty-four hours of receipt of the notice and particulars supporting it, transmit the same to the President and a copy thereof to the Chief Justice.

(17) The Chief Justice shall, within seven days of receipt of the notice, and in consultation with the professional head of Medical Services in Uganda, constitute a Medical Board comprising five qualified and eminent medical specialists for purposes of examining the President in respect of the alleged incapacity.

(18) Within twenty-four hours of the constitution of the Medical Board, the Chief Justice shall inform the President and request him or her to submit himself or herself, within seven days, for examination by the Board.

(19) The Medical Board shall on examination of the President, report its findings to the Speaker, who shall lay the same on the Table within twenty four hours of its receipt.

(20) If the Board finds that the President is still capable of performing the functions of the Office of the President, the motion shall lapse.

(21) If the Board finds that the President is, by reason of the physical or mental incapacity, unable to perform the functions of the office of the President, the Speaker shall, within fourteen days of receipt of the report, cause a formal motion for the removal of the President to be moved in Parliament by any Member who shall cite in full the findings of the Medical Board.

(22) If after the expiry of seven days referred to in sub-rule (18), the President refuses or fails to submit himself or herself for examination by the Board, the Chief Justice shall report the same to the Speaker, who shall report to Parliament and cause a formal motion for a resolution for the removal of the President to be moved within forty eight hours after the receipt of the report.

(23) The President is entitled to appear in person and be heard or to be assisted or represented by a lawyer or other expert or person of his or her choice during the proceedings of Parliament relating to the motion for his or her removal.

(24) If Parliament passes the motion for the removal of the President by not less than two-thirds majority of all the Members of Parliament, the President shall cease to hold office.

92. Procedure for the removal of Speaker or Deputy Speaker

(1) A motion for a resolution for the removal of the Speaker or the Deputy Speaker from office shall be moved in the following manner-

- (a) seven days' notice, signed by not less than one-third of all Members of Parliament, shall be given to the Clerk;
- (b) the Clerk shall, within twenty four hours of receipt of the list of names, forward the notice to the Speaker or Deputy Speaker, as the case may be;
- (c) the motion shall be tabled in Parliament and shall be listed for debate within fourteen days after receipt of the notice by the Speaker or Deputy Speaker;
- (d) in debating the motion under paragraph (c) Parliament shall constitute itself into a Committee, which shall report its findings to Parliament for adoption.
- (e) the Speaker or the Deputy Speaker is entitled to appear in person and to be assisted or represented by a lawyer or any other person when the Committee of the whole House is considering the motion for his or her removal.

(2) The provisions of sub-rules (3) to (8) of rule 91 shall apply to the removal of the Speaker or Deputy Speaker with such modification as may be necessary.

(3) Neither the Speaker nor the Deputy Speaker in respect of whom proceedings for removal have commenced, shall preside over the proceedings.

(4) If Parliament passes the motion for the removal of the Speaker or Deputy Speaker by not less than two-thirds majority of all the voting Members of Parliament, the Speaker or Deputy Speaker shall cease to hold office.

93. Vote of censure against Ministers

(1) A Member who is desirous of moving a Censure Motion against a Minister shall notify the Clerk in writing of his or her intention, citing the grounds for the proposed censure motion and giving detailed particulars supporting such grounds.

(2) The Clerk shall, within three days upon receipt of the Notice of Censure under sub-rule (1) notify Parliament by causing the notice, grounds and particulars supporting the grounds of the proposed censure motion to be pinned on the Members' notice board.

(3) The Clerk shall on the date and time of pinning the Notice of Censure on the Members' notice board also cause to be prepared and deposited with the Sergeant-at-Arms, for a period of ten working days, a list of all Members of Parliament with an open space against each name for purposes of appending of signatures, which list shall be entitled "SIGNATURES IN SUPPORT OF THE CENSURE MOTION AGAINST HON.....MINISTER OF..... IN THE REPUBLIC OF UGANDA.

(4) Any signature appended to the list as provided under sub-rule (3) shall not be withdrawn.

(5) After at least one third of the Members have appended their signatures on the list signifying support for the proposed petition under clause (1) of Article 118, the Sergeant At Arms shall immediately forward the list to the Clerk, who shall immediately [not later than twenty four hours], transmit the notice of censure, grounds and particulars supporting the various grounds and the supporting signatures to the Speaker.

(6) If after the ten working days referred to under sub-rule (3), less than one third of all the Members have appended their signatures on the list, the Notice of Censure shall lapse.

(7) On receipt of the proposed petition, grounds and the particulars supporting the grounds and supporting signatures, the Speaker shall cause the proposed Petition to be placed on the Order Paper for the next working day during which the Chief Petitioner shall formally move

the censure motion and lay all supporting documents on the Table and each document so laid shall be endorsed by the Clerk.

- (8) The petition of censure having been moved, the Speaker shall forward the text of the Motion, the supporting grounds, particulars and the supporting documents to the President within 72 hours of moving of the motion, for onward transmission of the same to the concerned Minister.
- (9) Fourteen days from the date of transmission of the Motion to the President, the Speaker shall cause to be appointed a Select Committee to which the Motion and all supporting documents shall be referred and the Committee shall –
 - (a) scrutinise and identify prima facie evidence to the allegations in the motion;
 - (b) lead the House under the provision of sub-rule 11 herein, in the proceedings of censure.
- (10) In the exercise of its duties under sub-rule (9)(a) the Committee –
 - (a) may co-opt any person to the Committee;
 - (b) may receive supplementing information from any Member of Parliament;
 - (c) shall allow the Minister who is the subject of the motion or his or her representative to appear before the Committee to defend himself or herself against any allegations made against him or her.
- (11) Within fifteen days after receipt of the motion, the Chairperson of the Select Committee shall report to the House the findings of the Select Committee.
- (12) On receipt of the Committee's report, and notwithstanding the findings of the Committee, the Speaker shall call upon the Chief Petitioner to open debate on the motion, followed by a defence by the concerned Minister and a debate by the House unless the motion is withdrawn.
- (13) After the debate, the House shall vote on the motion and if carried by more than half of all the voting Members of Parliament, the Speaker shall inform the President of this fact within twenty four hours from the time the motion was voted upon.

94. Removal of a Parliamentary Commissioner

- (1) A Parliamentary Commissioner may be removed from office on grounds of
 - (a) incompetence;
 - (b) misconduct; or
 - (c) failure or refusal without justifiable reason to execute the duties of the Office of Commissioner.

- (2) A motion for a resolution for the removal of a Commissioner shall be initiated by a notice in writing to the Clerk, signed by not less than one third of all the voting Members of Parliament, indicating their intention for moving the motion for the removal.

- (3) The notice under sub-rule (2) shall indicate the grounds for the motion and all particulars supporting the grounds.

- (4) The provisions of sub rule (2) to (7) of rule 91 shall apply with necessary modifications, to the removal of a Commissioner.

- (5) A motion for the resolution under this rule shall be placed on the Order Paper, fourteen days from the date on which notice to remove the Commissioner shall have been communicated to the Clerk.

- (6) A Parliamentary Commissioner shall be removed upon the vote of at least half of all voting Members of Parliament.

95. Other Provisions relating to the removal of a person from office

- (1) The person being removed from office shall be entitled to appear before the Committee in person and shall be entitled to legal representation.

- (2) The person being removed from office shall be availed with the report of the Select Committee, together with any other evidence adduced at least five days before the debate on the Motion.

- (3) Debate on the motion for the removal of a person from office shall take precedence over all other debates on the Order Paper for the day.

(4) During the debate any Member may, with leave of the Speaker and on giving adequate notice, produce additional evidence in support of his or her argument.

(5) When the Speaker is satisfied that the motion has been adequately debated, the Speaker shall call upon the person who is being removed from office to answer issues raised in the debate, and then call upon the Chief Petitioner, to wind up debate.

PART XVI
LEAVE OF ABSENCE

96. Leave of absence

(1) Every Member shall attend the sittings of the House unless leave of absence has been given to him or her by the Speaker.

(2) Leave of absence may be given by the Speaker to any Member who shows sufficient cause justifying his or her absence or who is away on official or Parliamentary duties.

(3) Application for leave of absence shall be in writing unless the Speaker, in exceptional circumstances otherwise, permits.

(4) In exceptional cases, the Whip of a political organisation or a political party may inform the Speaker of a Member's absence and the circumstances leading to such absence.

(5) Except with the permission of the Speaker, a Member shall not absent himself or herself from fifteen or more sittings of the House during any period when the House is continuously meeting.

(6) The Speaker shall, if it comes to his or her attention that a Member is consistently absent from the sittings of the House without permission, give a written warning to the Member which warning shall, in addition, be read during a sitting of Parliament.

(7) Where any Member alleged to have infringed sub-rule (5), persists in absenting himself/herself from sittings of the House after having been warned by the Speaker under sub-rule (6) of this rule, the conduct of that Member shall be referred by the Speaker to the Committee on Rules, Privileges and Discipline.

(8) A Member whose conduct is under investigation by the Committee on Rules, Privileges and Discipline under this rule is entitled to be heard in his or her own defence and to be represented by Counsel of his or her own choice.

(9) Where the Committee on Rules, Privileges and Discipline upon investigation finds the allegation referred to it against a Member under sub rule (7) proved, and the report of the Committee is tabled, debated and approved by Parliament, the Member shall, on the basis of that finding, cease to be a Member under Article 83 (1) (d) of the Constitution.

97. Leave of absence in Committees

- (1) The provisions of rule 96 shall with necessary modifications, apply to meetings of the Committees of Parliament.
- (2) The Chairperson of a Committee shall report to the Speaker any Member who misses fifteen consecutive meetings of the Committee without permission, and the Speaker shall give a written warning to that Member.
- (3) If after a warning under sub-rule (2) the Member continues to be absent from the meetings of the Committee, the Member shall be suspended from the Committee.

98. Attendance of Sittings by Minister

- (1) For any Ministry, the Minister or at least the Minister of State shall attend sittings of the House; and where none of them is able to attend, a Minister shall request another Minister to represent that Ministry's interests in the House and notify the Speaker accordingly.
- (2) The Leader of Government Business shall ensure that sub-rule (1) is complied with.

PART XVII
BILLS FORM, PUBLICATION AND INTRODUCTION OF BILLS

99. Form of Bills

- (1) All Bills shall bear at the head a short title and a long title describing the leading provisions of the Bill.
- (2) To each clause in a Bill there shall, for ease of reference, be annexed in the margin or at the top, a short indication of its contents.
- (3) The provisions of every Bill shall be prefaced by the words of enactment provided under the Acts of Parliament Act (Cap 2), which words shall extend to all clauses and the Schedules of the Bill.
- (4) Where a Bill contains more than one enactment, it shall be divided into clauses and if a clause contains more than one enactment, it shall be divided into sub-clauses, in each case numbered consecutively.

100. Subject matter of Bills

- (1) Matters with no proper relation to each other shall not be provided for in the same Bill.
- (2) No Bill shall contain anything foreign to what its long title imports.

101. Bills to be published in Gazette and accompanying matters

- (1) All Bills shall be published in the Gazette.
- (2) All Bills shall be accompanied by an explanatory memorandum setting out the policy and principles of the Bill, the defects in the existing law, if any, the remedies proposed to deal with those defects, and the necessity for introduction of the Bill.
- (3) The explanatory memorandum shall be signed by a Minister or by a Member introducing the Bill.

102. Certificate of Financial Implication

- (1) All Bills shall be accompanied by a certificate of financial implication setting out:
 - (a) the specific outputs and outcomes of the Bill;

- (b) how those outputs and outcomes fit within the overall policies and programmes of government;
- (c) the costs involved and their impact on the budget;
- (d) the proposed or existing method of financing the costs related to the Bill and its feasibility.

(2) The certificate of financial implication shall be signed by the Minister responsible for finance.

103. Urgent Bills

- (1) Where the House determines upon the recommendation of the appropriate Committee of the House appointed for the purpose, that a particular Bill is of an urgent nature, that Bill may be introduced without publication.
- (2) Copies of a Bill referred to in sub rule (1) shall be distributed to Members, and the Bill may be taken through all its stages in a day, notwithstanding anything in these rules.

104. Bills to be delivered to Clerk for distribution to Members

- (1) On publication of the Bill in the Gazette, the Minister in charge of the Bill shall deliver to the Clerk a sufficient number of copies for distribution to Members.
- (2) On receipt of the copies of the Bill under sub rule (1), the Clerk shall immediately dispatch a copy to every Member.
- (3) Where a Bill seeks to amend an existing Act, the text of the relevant part of the law to be amended shall be copied and supplied together with the amending Bill, unless in the opinion of the Speaker the amendment is of a minor nature or is self explanatory.
- (4) In the case of a Private Members' Bill, the Clerk shall ensure the publication of the Bill in the Gazette and the distribution of copies thereof, to all Members.

105. Private Members' Bills

- (1) Every Member has a right to move a Private Member's Bill.
- (2) The Member moving a Private Members' Bill shall be afforded reasonable assistance by the Department of Government whose area of operation is affected by the Bill.

(3) The Department of Legal and Legislative Services of Parliament shall, where necessary, afford the Member moving the Private Members' Bill professional assistance in the drafting of the Bill.

(4) The Clerk shall compile the final Bill to be attached to the motion under rule 106.

106. Procedure for Private Members' Bills

(1) A Private Members' Bill shall be introduced first by way of motion to which shall be attached the proposed draft of the Bill.

(2) If the motion is carried, the printing and publication of the Bill in the Gazette shall be the responsibility of the Clerk.

(3) Following the publication of the Bill in the Gazette, the progress of the Bill shall be the same as that followed in respect of a Government Bill.

107. Bills introduced by Committees under rule 133

(1) A Committee of the House may initiate any Bill within its area of competence.

(2) A Bill initiated by a Committee shall be introduced by the Chairperson of the Committee as a Private Member's Bill.

108. Rules regarding settlement of financial matters

(1) No question shall be proposed upon any Bill, motion or amendment which has not been introduced or moved by a Minister if in the opinion of the Speaker, the object of the Bill, motion or amendment is to make provision for any of the following-

(a) the imposition of taxation or the alteration of taxation otherwise than by reduction;

(b) the imposition of a charge upon the Consolidated Fund or other public fund of Uganda or the alteration of any such charge otherwise than by reduction; or

(c) the payment, issue or withdrawal from the Consolidated Fund or other public fund of Uganda of any moneys not charged on that fund or any increase in the amount of that payment, issue or withdrawal; or

(d) the composition or remission of any debt due to the Government of Uganda.

(2) Unless introduced on behalf of the Government, the House shall not proceed upon a motion, including an amendment of a motion, the effect of which would be to make a provision of any of the purposes specified in sub rule (1).

109. Bill to be read three times

Every Bill shall be read three times prior to its being passed.

110. Prohibition of Bills promoting one-party state

No Bill, motion or amendment shall be moved or introduced in the House which, in the opinion of the Speaker, is likely to result in the establishment of a one-party state contrary to Article 75 of the Constitution.

111. Prohibition of Bills derogating from particular human rights and freedoms

No Bill, motion or amendment shall be introduced in the House which, in the opinion of the Speaker, is likely to result in the derogation from the enjoyment of any of the particular human rights and freedoms specified in Article 44 of the Constitution.

**PART XV11I
PROGRESS OF BILLS
FIRST READING**

112. First Reading

(1) At the time of introducing or presenting Bills, the Speaker shall call successively each Member in whose name a Bill stands on the Order Paper.

(2) The Member called under sub-rule (1) shall rise and move that the Bill be read the first time and no question shall be put.

- (3) The Clerk shall read aloud the Short Title of the Bill and the Bill shall then be taken as read the First Time.

- (4) Where a Bill under rule 103, has been read the First Time without prior publication in the Gazette, it shall be so published within twenty-four hours or as soon as practicable after its being read.

113. Reference of a Bill to a Committee

- (1) Whenever a Bill is read the First Time in the House, it shall be referred to the appropriate Committee appointed under the provisions of these Rules.
- (2) The Committee shall examine the Bill in detail and make all such inquiries in relation to it as the Committee considers expedient or necessary and report to the House within forty five days from the date the Bill is referred to the Committee.
- (3) Except in cases of very minor amendments, and subject to rule 116, all proposed amendments to a Bill referred to a Committee shall be presented to the Committee by the person proposing the amendment and the Committee shall scrutinise it together with the Bill.

**PART XIX
SECOND READING**

114. Second Reading

- (1) Subject to this rule the Vice-President, Minister or other Member in charge of the Bill shall move that the “Bill be now read a Second Time” and may speak to the motion.
- (2) The Chairperson of the Committee to which the Bill is referred or a Member of the Committee designated by the Committee or by the Speaker shall, after the motion for the Second Reading has been moved under sub rule (1) and seconded, present the report on the bill to the House.
- (3) A debate shall then ensue on the merits and principles of the Bill on the basis of the explanatory memorandum and the report from the Committee.
- (4) If the motion is carried, the Clerk shall read aloud the Short Title of the Bill, and the Bill shall then be taken to have been read the Second Time.
- (5) Subject to these rules, the Second Reading of a Bill shall not be taken earlier than the fourteenth day after the publication of the Bill in the Gazette unless this sub rule is formally suspended for the purpose.

(6) Any motion for the suspension of sub-rule (5) may contain a reference to more than one Bill, but any Member may require separate motions to be moved in respect of any particular Bill or Bills named by him or her.

(7) The provisions of sub rules (5) and (6) shall not apply to the Appropriation Bill or to any Supplementary Appropriation Bill.

PART XX
BILLS IN COMMITTEE

115. Bills in Committee

(1) If a motion for the Second Reading of a Bill is carried, the Bill shall stand committed, immediately or on a date to be fixed, to the Committee of the Whole House unless the House, on motion, commits it to a Select Committee which shall immediately be nominated by the Speaker in consultation with the Government and Opposition Whips.

(2) The Select Committee set up under (1) above shall take into consideration the interests of independent Members.

(3) A motion for the committal of a Bill to a Select Committee under this Order-

(a) does not require notice;

(b) may be moved at any time before the House has resolved itself into the Committee of the Whole House on the Bill; and

(c) may be proposed by any Member.

116. Functions of Committee on Bills

- (1) The Committee of the House to which a Bill is committed under this Part shall not discuss the principles of the Bill, but only its details.
- (2) The Committee may propose and accept proposed amendments in the Bill as it considers fit, if the amendments (including new clauses and new Schedules) are relevant to the subject matter of the Bill.
- (3) The Committee Chairperson may accept proposals for the correction of obvious misprints and punctuation errors, and may instruct the Clerk to make necessary amendments to the Bill without any formal amendment being moved by a Member of the House.

117. Committee of the Whole House

- (1) Whenever the Committee Stage of any Bill is reached, the Speaker shall leave the Chair without putting any question and the House shall then resolve itself into a Committee of the Whole House.
- (2) Proceedings of the Committee of the Whole House shall be under the Chairmanship of the Speaker acting as Chairperson of the Committee of the Whole House.
- (3) When consideration of a Bill referred to a Committee of the whole House have been completed, or at any time when the Committee desires to report that they are unable to complete the business before them at the current sitting, any Member may move "That the House do resume and the Committee of the Whole House do report thereto"
- (4) The question shall then be put on the motion without amendment or debate and, upon the motion being agreed to, the House shall resume under the Speaker and the mover of the Bill shall report to the House how far the Committee of the whole House has considered the Bill.
- (5) On resumption of proceedings, any business which the Committee of the whole House has reported that it has been unable to complete, shall be placed on the Order of Business for a subsequent sitting in accordance with rule 22.

118. Procedure in Committee of the Whole House on a Bill

- (1) When the House resolves itself into a Committee of the Whole House, the Clerk shall call the number of each clause or sub clause if any, of the Bill in succession for consideration of the Committee of the whole House.

- (2) If no amendment is proposed on the clause, or all proposed amendments have been disposed of, the Chairperson shall propose the question "That the clause (or the clause as amended) does stand part of the Bill".

- (3) Where in case of a clause called -
 - (a) the Chairperson is satisfied that there has been sufficient debate on it; or
 - (b) all Members who wish to speak on it have spoken; the Chairperson shall put the question to the Committee for its decision.

- (4) The Committee of the whole House shall consider proposed amendments by the Committee to which the Bill was referred and may consider proposed amendments, on notice, where the amendments were presented but rejected by the relevant Committee or where, for reasonable cause, the amendments were not presented before the relevant Committee.

- (5) The Chairperson may accept for consideration minor amendments proposed on the floor without notice and may refuse to propose the question upon any amendment of which less than one day's notice has been given.

- (6) If any proposed amendment refers to or is not intelligible without a subsequent amendment, notice of the subsequent amendment must, unless the Chairperson otherwise permits, be given before or when the first amendment is moved, so as to make the series of amendments intelligible.

- (7) Rules 45 and 48 shall apply to the discussion of amendments to Bills, with the substitution of the word "clause" for the word "motion" throughout; and any amendment proposed to such an amendment shall be dealt with before a decision is taken on the original amendment.

- (8) Where two or more amendments are proposed on the same clause, the Chairperson shall call upon the movers in the order in which their amendments relate to the text of the clause, and the amendment which in the opinion of the Chairperson departs furthest from the text under discussion shall be debated and disposed of first.
- (9) Where two or more proposed amendments to any clause seek to attain the same objective but in different ways, or the wording of the amendments differs, sponsors of the amendments may be required by the Chairperson to discuss their amendments and to reconcile them or agree on compromise amendments that will be acceptable to their sponsors.
- (10) No amendment shall be moved which is inconsistent with any clause already agreed upon or any decision taken by the Committee of the whole House, and the Chairperson may, at any time during the discussion of a proposed amendment, direct for the withdrawal of an amendment from the consideration of the Committee if in his or her opinion the discussion has shown that the amendment contravenes this sub-rule.
- (11) When every amendment to an amendment has been disposed of, the Chairperson shall either again propose the question upon the original amendment, or shall propose the question upon the original amendments as amended.
- (12) A clause may be postponed unless a decision has already been taken upon it.
- (13) Stood over clauses shall be considered after the remaining clauses of the Bill have been considered.
- (14) The final question to be proposed shall be "That the Clause (as amended) be added to the Bill".
- (15) Schedules shall be disposed of in the same way as clauses and any proposed new Schedule shall be considered after the Schedules to the Bill have been disposed of.
- (16) An amendment, new clause or new Schedule may be withdrawn at the request of the mover by leave of the Committee of the whole House before the question has been put on it.

- (17) If the question has been proposed on an amendment to an amendment to a clause or Schedule, the original amendment may not be withdrawn until the amendment to it has been disposed of.
- (18) When every clause and Schedule and proposed new clause or Schedule have been disposed of, the preamble, if there is one, shall be considered and the question put "That this preamble (as amended) be the preamble to the Bill."
- (19) No amendment to the preamble shall be considered which is not made necessary by a previous amendment to the Bill.
- (20) If any amendment to the title of the Bill is made necessary by an amendment to the Bill, it shall be made at the conclusion of the proceedings detailed above, but no question shall be put that the title (as amended) stand part of the Bill or shall any question be put upon the enacting formula.

119. Procedure in Select Committee on a Bill

- (1) A Select Committee on a Bill shall be subject to the provisions of Part XXV that are relevant to Select Committees; but before reporting the Bill to the House, it shall go through the Bill as provided in rule 118.
- (2) When a Bill has been substantially amended in a Select Committee the Bill as amended shall be printed as part of the report of the Select Committee.
- (3) After consideration of the Bill by the Committee, the Chairperson shall lay the report of the Committee on the Table at the time specified in rule 22 and the Speaker shall appoint the time for the consideration of the report.

PART XXI

RECOMMITTAL AND THIRD READING OF A BILL

120. Report of Committee after Committee Stage

Immediately a Committee of the Whole House has reported, the House may proceed to the Third Reading of any Bill reported.

121. Third Reading and passing of Bills

- (1) The House shall proceed to the Third Reading of a Bill upon a motion "That the Bill be now read a Third Time and do pass".
- (2) A Bill shall pass upon a motion "That the Bill entitled ... do pass"

122. Recommittal of Bill reported from Committee of the Whole House

(1) If any Member desires to delete or amend any provision contained in a Bill as reported from a Committee of the Whole House he or she may, at any time before a Member moves the Third Reading of the Bill, move that the Bill be recommitted either wholly or in respect only of some particular amendment or amendments.

(2) No notice of a motion for recommittal is required, and if the motion is agreed to, the Bill shall stand so recommitted and the House shall proceed in accordance with sub rule (1) of rule 115 to resolve itself into a Committee of the Whole House to consider the business recommitted.

(3) When the whole Bill has been recommitted, the Committee shall go through the Bill as provided in rule 118.

(4) When the Bill has been recommitted in respect only of some particular clause, amendment or amendments, the Committee shall consider only that amendment or those amendments and any amendment which may be moved to them, unless the Chairperson in his or her discretion, is satisfied that the clause, amendment or amendments proposed are substantial and it is necessary or desirable, to reconsider the whole Bill as provided in sub rule (3) of this rule.

(5) At the conclusion of the proceedings in Committee of a Bill recommitted either wholly or in respect only of some particular clause, amendment or amendments, the Member in charge of the Bill may move "That the House do resume and the Committee of the whole House do report thereto" and the question on it shall be put without amendment or debate.

(6) If the motion is agreed to, the House shall resume and Member in charge of the Bill shall report to the House and the House may then proceed to the Third Reading of the Bill.

123. Proceedings on Bills reported from Select Committee

(1) When a Bill has been reported from a Select Committee, the House shall proceed to consider the Bill as reported from the Select Committee upon a motion "That the report of the Select Committee be approved".

(2) If the motion is agreed to without amendment, the House may proceed to the Third Reading of the Bill as reported from the Select Committee.

(3) Upon a motion to approve the report of a Select Committee on a Bill, any Member may propose an amendment to add, at the end of the motion, the words "Subject to the recommittal of the Bill (either wholly or in respect only of some particular amendment or amendments) to a Committee of the whole House", and if that motion is agreed to with the amendment, the Bill shall stand so recommitted.

(4) The House may then, upon a motion made in accordance with sub rule (1) of rule 117 resolve itself into a Committee to consider the business so recommitted.

(5) The Committee of the whole House upon a Bill, or a part or clause of a Bill recommitted after having been reported from a Select Committee, shall proceed in accordance with the provisions of sub rule (2) or (3) and (4) as the case may require, of rule 122 and the conclusion of its proceedings and the remaining proceedings on the Bill shall be subject to sub rules (3) and (4) of that rule.

124. Withdrawal of Bills

(1) The Member in charge of a Bill may, at any time, give notice that he or she wishes to withdraw a Bill subject to the approval of the House.

(2) Whenever the House grants its approval for withdrawal, the Bill shall stand withdrawn save that the same Bill may be re-introduced after re-publishing it in the Gazette.

(3) Should the House withhold its approval, the Bill shall proceed in the House under the guidance of the Chairperson of the relevant Committee.

**PART XXII
DELAYS WITH BILLS**

125. Delays with Bills

(1) Subject to the Constitution, no Bill introduced in the House shall be with the Committee for consideration for more than forty-five days.

- (2) If a Committee finds itself unable to complete consideration of any Bill referred to it in sub-rule (1), the Committee may seek extra time from Parliament.
- (3) Where extra time is not granted or upon expiry of the extra time granted under sub-rule (2), the House shall proceed to deal with the Bill without any further delay.

126. Petitions by particular persons to be heard when a Bill affects their interest

(1) Where individual rights or the property of any particular person, association or corporate body may be peculiarly affected by a Bill, a petition from any party so interested may be presented to the House in accordance with rule 27 at any time before the Bill has been read a Second time.

(2) If the Speaker is of the opinion that any Bill in respect of which a petition has been lodged may have any object described in sub rule (1), he or she shall, immediately the Bill has been read a Second time, direct that it be committed to a Select Committee.

(3) Any petition connected with the Bill which has been duly presented to the House shall stand referred to a Committee provided under sub rule (2) above, and any person on whose behalf the petition was presented may be heard before the Committee either in person or by Counsel.

127. Bills returned by President

(1) When a Bill passed by the House is returned to the House by the President with a message requesting that the House should reconsider the Bill or any specific provision of it or any such amendments as are recommended in his or her message, the Speaker shall read the message of the President to the House, or if the House is not in Session direct that the message be published in the Gazette.

(2) The Bill as passed by the House and returned by the President for reconsideration shall be laid on the Table by any Minister in the case of public Bill or in any other case by any Member, within two weeks of its return, if the House is in session, and the Speaker shall refer the Bill to the relevant Committee which shall consider the recommendations of the President and report to the House within two weeks.

(3) The Member responsible for the Bill shall direct the House to the recommendations of the President to the Bill.

(4) The debate on the motion under this rule shall be confined to consideration of matters referred to in the message of the President or to any suggestion relevant to the subject matter of the amendment recommended by the President.

(5) An amendment relevant to the subject matter of an amendment recommended by the President may be moved but no further amendment shall be moved to the Bill unless it is consequential upon, incidental or alternative to, an amendment recommended by the President.

(6) When all the amendments have been disposed of, the Member giving notice of the motion under this rule may move that the Bill as originally passed by the House be passed again or passed as amended, as the case may be.

(7) When the Bill is passed again by the House with or without amendment as the case may be, it shall be transmitted to the President indicating whether it is returned with or without amendment.

(8) The Clerk shall certify on a Bill transmitted to the President under sub-rule (7) the following-
“This Bill which was passed by the House and returned by Your Excellency the President for reconsideration has been passed again [with or without amendment] by the House on the day of 20

DatedDay of 20.....”

(9) Where the President refuses to assent to a Bill without giving any request for reconsideration of the Bill, Parliament may reconsider the Bill and if passed again, the Bill shall be presented to the President for assent.

(10) Where the President-

- (a) refuses to assent to a bill twice;
- (b) returns the bill twice;
- (c) fails to assent to a bill within thirty days without returning it to Parliament or refusing to assent to it;

The Speaker shall cause a copy of the Bill to be laid before Parliament, and the Bill shall become law without the assent of the President.

PART XXIII
THE BUDGET AND COMMITTEE OF SUPPLY

128. Presentation of Budget Statement

(1) Subject to the provisions of the Constitution, the statement of the estimates of annual revenues and expenditure of the Government required to be laid before Parliament under article 155 of the Constitution, in this rule referred to as the "Budget" shall be presented to the House on such day as the Speaker may, after consultation with the President, appoint.

(2) Subject to the Constitution, the Budget may be presented to the House by the Vice-President or by a Minister on the authority of the President.

129. Committee of Supply

(1) There shall be a Committee of the whole House designated "the Committee of Supply" to which shall be referred the annual estimates, any supplementary estimates and any vote on account.

(2) Upon an Order of the day for Committee of Supply being read, the Minister shall move "That the House do resolve itself into the Committee of Supply" for the purpose of -

a) enabling the President, Vice President or a Minister to deliver a Financial Statement; or

b) enabling the President, Vice President or a Minister to initiate a debate on the policy implied under a vote.

(3) In moving a motion under sub rule (2) for the purpose mentioned in paragraph (a) of that sub rule, the mover is entitled to refer to the revenue of Uganda and the manner in which he or she proposes that the revenue shall be raised, and in debating the motion, Members are entitled to refer to similar matters.

(4) Upon a motion proposed by the Speaker, the debate shall be adjourned for such period as the Business Committee may decide; and the resultant debate shall be limited to six days exclusive of the proposer's reply.

(5) Upon the motion that the House do resolve itself into a Committee of Supply, and on resumption of debate, the Speaker shall give the first opportunity to speak to the opposition spokespersons on finance to respond to the motion, followed by the Chairperson of the Committee on the Budget, before recognising the rest of the Members for this debate.

(6) The debate on a motion moved in accordance with sub-rule (2) for the purpose mentioned in paragraph (b) may be limited to such period as the Business Committee may decide.

(7) The House shall consider the annual estimates either on motions moved under paragraph (b) of sub-rule (2) or in the Committee of Supply for a period not exceeding fifteen days.

(8) The House shall consider any Vote On Account in the Committee of Supply for a period not exceeding one day.

(9) If it appears to the Chairperson that a Vote On Account is unlikely to be fully considered by the end of one day he or she shall, at any time that he or she considers necessary to conclude the business relating to the Vote On Account, put the question necessary to dispose of the Vote On Account.

(10) The House shall consider any supplementary estimates for such period as the Business Committee shall decide.

(11) When the House is in the Committee of Supply to consider annual or supplementary estimates-

- (a) any Member may move to reduce the amount of the vote of the estimates, and such motion shall take the form that "I beg to move that the sum of Shillings ten thousand be reduced in respect to vote...";
- (b) the motion for reduction of the vote shall be moved when the sub-head to which the motion relates is under consideration by the Committee;

- (c) where a motion to reduce the amount of the vote in relation to the particular sub-head has been agreed to or negatived, no further motion to reduce that vote in relation to the same sub-head shall be made;
- (d) when a motion is moved to reduce a vote, the question shall be proposed from the Chair accordingly;
- (e) When consideration of a vote has been completed, the Chairperson shall put the question that the amount proposed (amended if appropriate by any reductions agreed) be provided for under the vote;
- (f) after a vote has been disposed of, it is not in order to refer to that vote in proceedings on a motion relating to another vote except for the purpose of examples or illustration;
- (g) the Committee shall not attach a condition or an expression of opinion to any resolution approving a vote;
- (h) notwithstanding the rules relating to motions, any Member may ask for information relating to the details of any vote without moving a motion to reduce the amount of such vote;
- (i) the details only of the financial provisions proposed to be made by a vote shall be debated, and it is not in order to debate the policy implied by the vote;
- (j) the debate on a supplementary estimates shall be restricted to the expenditure authorised by that supplementary estimate and it is not in order to canvass the policy of, or the expenditure authorised by, any estimate to be supplemented by that supplementary estimate;
- (k) on the last of the allotted days, the Chairperson shall, at such time as he or she considers necessary to conclude the business on that day, put every question necessary to dispose of the vote then under consideration and shall immediately put severally, the questions with respect to the votes not yet considered, namely, that the total amounts of the votes outstanding be provided for services specified, and no debate shall take place on the questions being put.

(12) When the House is in the Committee of Supply to consider a vote on account-

- (a) any Member may move to reduce the amount of Vote On Account, but every such motion shall relate to the total amount, and a Member may not refer to any particular vote in moving such a motion;

(b) when a motion is moved to reduce a Vote On Account, the question shall be proposed from the Chair accordingly;

(c) when consideration of the Vote On Account has been completed, the Chairperson shall put the question that the amount proposed (amended if appropriate by any reduction agreed) be provided for the Vote On Account; and

(d) the Committee shall not attach a condition or an expression of opinion to any resolution approving a Vote On Account.

(13) Any report of resolutions from the Committee of Supply shall, unless the House otherwise orders, be received and considered immediately upon a motion that the report be adopted.

(14) No motion to recommit the report of the Committee of Supply may be moved except by a Minister.

PART XXIV

PARLIAMENTARY COMMITTEES

130. Parliamentary Committees

(1) In accordance with Article 90 of the Constitution, the House shall appoint Parliamentary Committees necessary for the efficient discharge of its functions.

(2) For the avoidance of doubt these Rules of Procedure shall prescribe the powers, composition and functions of Committees.

A – GENERAL PROVISION ON COMMITTEES

131. Standing Committees and Sessional Committees

(1) The House shall have Standing Committees and Sessional Committees as provided in this Part of these Rules.

(2) The Vice-President or a Minister shall not be a Member of a Standing or Sessional Committee; and if a Member of any such Committee becomes the Vice-President or a Minister, he or she shall cease to be a Member of the Committee.

(3) Except as provided in these rules, a Member may not be a Member of more than one Sessional Committee.

132. Standing Committees

(1) The Standing Committees of the House shall have tenure of office of two and a half years and shall be the following-

- (a) the Public Accounts Committee;
- (b) the Committee on Rules, Privileges and Discipline;
- (c) the Business Committee;
- (d) the Committee on Budget;
- (e) the Committee on National Economy;
- (f) the Committee on Appointments;
- (g) the Committee on Equal Opportunities;
- (h) the Committee on Government Assurances;
- (i) the Committee on Commissions, Statutory Authorities and State Enterprises;
- (j) the Committee on Local Government Accounts;
- (k) the Committee on HIV/AIDS and related matters; and
- (l) the Committee on Science and Technology.

(2) Except as provided by these rules in respect of the Business Committee and the Budget Committee, a Member may not be a Member of more than one Standing Committee.

133. General Functions of Parliamentary Committees

The functions of Parliamentary Committees in addition to their specific functions under these Rules shall include the following-

- (a) to discuss and make recommendations on Bills laid before Parliament;
- (b) to initiate any Bill within their respective areas of competence;
- (c) to assess and evaluate activities of Government and other bodies;
- (d) to carry out relevant research in their respective fields; and
- (e) to report to Parliament on their functions.

134. Representation on Standing Committees

- (1) The Members of Standing Committees shall be selected from among Members of Parliament.
- (2) In the selection of Members of Standing Committees, the parties represented in Parliament shall designate through the Whips, Membership to Committees on the basis of Party representation in the House.
- (3) Unless otherwise provided in these rules and so far as reasonably practicable, the overall Membership of Committees shall reflect proportional Membership in the House taking into consideration the numerical strength of the Parties and the interests of the Independent Members.
- (4) Independent Members shall apply to the Clerk to join Committees of their choice and the Speaker shall accordingly ensure that the Members join the Committees of their choice.
- (5) Parties have powers to withdraw and relocate Members from individual Committees.
- (6) The Party or Organization in Government shall designate the Chairperson and Deputy Chairperson of each Standing Committee of Parliament.
- (7) Without prejudice to sub-rule (6), Standing Committees on Public Accounts, Local Government Accounts, Government Assurances and Commissions, Statutory Authorities and State Enterprises shall be chaired and deputized by Members designated by the Official Opposition Party or Organization.
- (8) Members designated under this rule shall be announced by the Speaker in Parliament and accordingly assume their respective Membership or offices.

135. Membership of Standing Committees

Subject to these rules, each Standing Committee, apart from the Business Committee, Budget Committee and the Appointments Committee, shall comprise twenty Members selected in accordance with these Rules.

136. Vacancy on Standing Committees

Any vacancy occurring in Standing Committees shall be brought to the attention of the Speaker through the Clerk, who shall accordingly make consultations with Party Whips and Independent Members whatever the case may be and fill the vacancy within one month of the occurrence of the vacancy.

B – SPECIFIC FUNCTIONS OF STANDING COMMITTEES

137. Composition of Committee on Appointments

The Appointments Committee shall comprise twenty Members designated by Party Whips on the basis of proportional Party Membership in the House taking into consideration the numerical strength of the Parties and interests of Independent Members.

138. Chairperson of Committee on Appointments

- (1) The Speaker shall be the Chairperson of the Committee.
- (2) The person presiding over a meeting of the Committee shall have neither an original nor a casting vote.

139. Meetings of Committee on Appointments

- (1) Meetings of the Committee on Appointments shall be convened by the Speaker and in his or her absence, by the Deputy Speaker.
- (2) The Proceedings of the Appointments Committee shall be closed.

140. Quorum of Committee on Appointments

The quorum at any meeting of the Committee is one half of the Members of the Committee.

141. Functions of Committee on Appointments

(1) The Committee on Appointments shall be responsible for approving on behalf of Parliament, the appointment of persons nominated for appointment by the President under the Constitution or any other appointment required to be approved by Parliament under any law.

(2) The Committee shall also deal with any question which arises under clause (4) of Article 113 of the Constitution as to whether or not any office is an office of profit or emolument, the holding of which is likely to compromise the office of a Minister or a public officer.

142. Submission of names to the Committee on Appointments

(1) The names of persons nominated for appointment shall be communicated in writing to the Committee through the Speaker.

(2) The Chairperson of the Committee shall communicate to Members of the House the names of persons submitted for approval and the date of sitting of the Committee to consider them.

(3) Every decision of the Committee shall be by open vote.

(4) A candidate shall be taken as approved provided votes cast in favour of that candidate constitute a simple majority of Members present and voting.

(5) If the votes are equal, the candidate shall be taken not to have been approved.

(6) A Member of the Committee whose name has been submitted to the Committee for approval shall not participate in the proceedings of the Committee when his or her name is under consideration, except as a candidate.

(7) The Committee may summon a person whose name has been submitted for approval to appear before it.

- (8) A person whose name has been submitted to the Committee for approval shall be given the opportunity, by the Committee, to answer before it any adverse statements made against him or her to the Committee and shall be availed all necessary documents for that purpose.

143. Nominations not approved

- (1) Approval of the Committee shall not be withheld unless the Committee is satisfied on evidence that the person nominated does not possess qualifications as prescribed by law to hold that office.
- (2) The Committee shall act expeditiously and shall take appropriate decision on any nomination submitted to it within fifteen days after receipt of the nomination.
- (3) Where upon consideration of a nomination the Committee finds itself unable to take a decision on the nomination by reason of inadequate information or any other reason, the Committee shall, within three working days after coming to that conclusion, communicate to the President the fact that it is unable to take a decision and the reasons for it.

144. Committee on Appointments to Report to the House

The Chairperson of the Committee shall report to the House any appointment approved by the Committee and the report shall not be subject to debate.

145. Report to President

The Speaker shall communicate to the President in writing within three working days after the decision of the Appointments Committee on any person nominated by the President for appointment.

146. Appeal to the House

- (1) Where the President's nominee is not approved by the Committee, the President may appeal to the House to take a decision on the matter.
- (2) The Committee on Appointments may by resolution of at least one third of its Members, refer a particular nomination to a decision of the House.

(3) The decision of the House under this rule shall be communicated to the President by the Speaker.

147. Composition and Functions of the Committee on Budget

(1) The Budget Committee shall consist of twenty Members designated by Party Whips on basis of proportional Party Membership in the House taking into consideration the interests of Independent Members.

(2) Chairpersons of Standing and Sessional Committees shall be Ex-Officio Members of the Budget Committee.

(3) The functions of the Budget Committee shall be to-

(a) Consider Preliminary Estimates and the Macroeconomic Plan and Programs and submit recommendations to the Speaker;

(b) Consider the National Budget and compile amendments and refer them to relevant Committees;

(c) Carry out such other functions relating to the National Budget as may be assigned to it by Parliament or any law.

148. Composition and Functions of the Public Accounts Committee

(1) The Public Accounts Committee shall consist of twenty Members designated by Party Whips on basis of proportional Party Membership in the House taking into consideration the interests of Independent Members.

(2) The Public Accounts Committee shall be assigned the examination of the audited accounts showing the appropriation of the sums granted by Parliament to meet the public expenditure of the Central Government and the Judiciary.

(3) The Clerk shall receive the Auditor General's report submitted under clause (4) of Article 163 of the Constitution relating to Central Government and shall deliver the same to the Public Accounts Committee.

(4) The Chairperson of the Public Accounts Committee shall, upon receipt of the Auditor General's report under sub-rule (3), lay the report on the Table for purposes of debate by the House under clause (5) of Article 163 of the Constitution.

149. Functions of the Committee on Rules, Privileges and Discipline

(1) It shall be the duty of the Committee on Rules, Privileges and Discipline by order of the House -

(a) to inquire into any complaint of contempt of Parliament or breach of privilege or any matter of privilege which may be referred to it and to recommend to the House such action as the Committee may consider appropriate;

(b) to consider any matter of discipline referred to it by the Speaker or the House including attendance of Members at sittings of Committees, and to report its findings to the House;

(c) to review these Rules from time to time and to make such recommendations to the House for amendment as the Committee considers necessary for the satisfactory functioning and efficient transaction of the business of the House and its Committees;

(d) to examine and advise the House on amendments proposed to these rules, by Members or other Committees of the House; and

(e) to carry out such other functions as are conferred by these Rules or as the House may assign it.

(2) The findings and recommendations of the Committee on Rules, Privileges and Discipline shall be presented, debated and approved by the House.

(3) Without prejudice to sub-rule (2), where affected parties agree to the findings and recommendations referred to in that rule, there shall be no debate save approval of the report by the House.

(4) Once the House has pronounced itself on any report presented under this rule, the decision of the House shall be binding on the parties.

150. Composition of Business Committee

(1) The Business Committee shall consist of the following Members-

(a) the Speaker;

(b) the Deputy Speaker;

(c) the Leader of Government Business;

(d) the Leader of the Opposition

- (e) the Government Chief Whip or his or her nominee;
- (f) the Chief Opposition Whip or his or her nominee;
- (g) other Party Whips;
- (h) two Independent Members of Parliament decided upon by the Speaker, taking into account gender; and
- (i) all Committee Chairpersons as Ex-Officio Members.

(2) The Speaker shall preside over sittings of the Business Committee and in his or her absence the Deputy Speaker shall preside.

151. Functions of the Business Committee

- (1) It shall be the function of the Business Committee subject to rule 22, to arrange the business of each meeting and the order in which it shall be taken; except that the powers of the Committee shall be without prejudice to the powers of the Speaker to determine the order of business in Parliament and in particular the Speaker's power to give priority to Government business as required by clause (4)(a) of Article 94 of the Constitution.
- (2) The Committee may in consultation with the Speaker recommend the time allotted for debate on the stages of Bills and other business.
- (3) The Committee may indicate in the proposed time table the different hours at which the various stages of a Bill or other business shall be completed.
- (4) The allocation of time in respect of Bills and other business as approved by the Business Committee shall take effect as if it were an order of the House and shall be notified in the Order Paper.
- (5) The Committee shall assign the timeframe on items of business, which is to be allocated among the parties represented in the House.
- (6) Without prejudice to the above functions, the Committee shall carry out such other functions as are conferred by these rules or as the House may assign to it.

- (7) The sittings of the Business Committee shall not be in public and it shall meet at the request of the Speaker or of not less than one third of the Members of the Committee or when directed by the House.

- (8) No variation in the allocation of time order shall be made except on a motion made and agreed to by the House, except that the Speaker may, increase the time allocated for a period not exceeding one hour, without any motion being moved.

152. Functions of the Committee on the National Economy

(1) It shall be the function of the Committee on the National Economy to review, consider, and scrutinise all matters relating to national economy generally, finance and any other matter referred to it by the House.

(2) The Committee on National Economy shall, in particular have the following functions-

- (a) to examine and monitor the state of the national economy;
- (b) to examine and make recommendations to the House on all loan agreements required to be authorized or approved by the House under Article 159 of the Constitution; and
- (c) to explore means of improving the national economy.

153. Functions of the Committee on Government Assurances

The Committee on Government Assurances shall-

- (a) scrutinise the assurances, promises and undertakings given by Ministers and other agents of Government in Parliament from time to time and report on the extent to which those assurances, promises and undertakings, have been implemented;
- (b) comment on delays in implementation and the adequacy of the actions taken;
- (c) exercise such other functions that are not covered by paragraphs (a) and (b) as may be allocated to the Committee by the Speaker from time to time; and
- (d) report on-
 - (i) the extent to which such assurances, promises, undertakings and any other matters related to the foregoing have been implemented; and
 - (ii) where implemented, whether such implementations have taken place within the minimum time necessary for the purpose.

154. Functions of the Committee on Commissions, Statutory Authorities and State Enterprises

(1) The functions of the Committee on Commissions, Statutory Authorities and State Enterprises are-

(a) to examine the reports and audited accounts of Statutory Authorities, Corporations and Public Enterprises and in the context of their autonomy and efficiency, ascertain whether their operations are being managed in accordance with the required competence and where applicable, in accordance with sound business principles and prudent commercial practices;

(b) to examine the income and expenditure of any public corporation and state enterprise, or other body or organisation established by an Act of Parliament together with the Balance Sheet and Statement of Profit and Loss Accounts which the Auditor General may have been requested to prepare under the Constitution or under the provisions of statutory orders regulating the financing of a particular corporation, enterprise or body and the report of the Auditor-General on them;

(c) to examine the statement of accounts showing the income and expenditure of a statutory body or organisation, the audit of which may be conducted by the Auditor General either under the direction of the President in accordance with clause (7) of Article 163 of the Constitution or by any Act of Parliament; and

(d) subject to the Constitution and to these Rules, to monitor the operations of any Commission or Authority established under the Constitution or any Act of Parliament.

(2) The Committee shall act in accordance with Article 164 and report to Parliament twice in a year.

(3) The Clerk shall receive the Auditor General's report submitted under clause (4) of Article 163 of the Constitution, relating to Commissions, Statutory Authorities and State Enterprises, and shall deliver the report to the Committee.

(4) The Chairperson of the Committee on Commissions shall upon receipt of the Auditor General's report under sub rule (3) lay the report on the table of the House for the purpose of debate by the

House under clause (5) of Article 163 of the Constitution.

155. Functions of the Committee on Local Government Accounts

(1) Subject to the delegation of Parliament's powers to the Local Government Accounts Committee under section 89 of the Local Governments Act, (Cap 243), the Committee on Local Government Accounts shall be assigned the examination of the audited accounts in relation to the report laid before Parliament by the Minister under section 89 of the Act showing the appropriation of the sums granted by Parliament to Local Governments.

(2) The Committee shall report to Parliament at least twice a year.

(3) The Clerk shall receive the Auditor General's report submitted under clause (4) of Article 163 of the Constitution, relating to Local Government Accounts, and shall deliver the report to the Committee on Local Governments Accounts and the Committee shall consider the Auditor's report in relation to the Local Government Public Accounts Committee reports laid before Parliament by the Minister under subsection (8) of section 89 of the Local Governments Act, 1997.

(4) The Chairperson of the Committee on Local Government Accounts shall, after consideration of the Auditor General's report and the reports laid before Parliament under sub rule (4) lay the report on the table of the House for the purpose of debate by the House under Clause (5) of Article 163 of the Constitution.

156. Functions of the Committee on Equal Opportunities

(1) The Committee shall monitor and promote measures designed to enhance the equalisation of opportunities and improvement in the quality of life and status of all peoples including marginalised groups on the basis of gender, age (elderly, youth, children) disability or any other reason created by history, tradition or custom for the purpose of redressing imbalances which exist against them.

(2) The Committee shall, in the performance of its functions -

(a) examine and make recommendations on relevant Bills and other matters to ensure compliance with the relevant constitutional provisions and favourable responsiveness to gender, and other marginalised groups;

- (b) initiate relevant Bills and motions appropriate for the protection, equalization of opportunities and promoting the welfare of women, youth, workers, persons with disabilities and other marginalised groups;
 - (c) monitor and evaluate activities of government and other bodies in determining the extent to which they contribute to the realisation of ideals enshrined in the Constitution and other relevant laws; and
 - (d) cause to or carry out research in the relevant areas to assist Parliament make decisions to enable it attain the goal of equalization and improving welfare of various groups.
- (3) The Committee shall act with a view to realising the provisions of Articles 32, 33, 34, 35, 36 of the Constitution and other Articles of the Constitution relating to equal opportunities.
- (4) The Committee shall report to the House at least twice a year.

157. Functions of the Committee on Human Immunity Deficiency Virus/Acquired Immune Deficiency Syndrome (HIV/AIDS) and Related Matters

- (1) The Committee on HIV/AIDS and related matters shall-
- (a) coordinate HIV/AIDS activities of Parliament and provide a link between Parliament with the Uganda Aids Commission in combating the epidemic in Uganda;
 - (b) scrutinise the HIV/AIDS policies and monitor and evaluate activities of government, local government and other bodies aimed at combating HIV/AIDS;
 - (c) examine and make recommendations on relevant Bills and other matters relating to HIV/AIDS; and
 - (d) in cooperation with the Uganda Aids Commission and the Ministry responsible for Health, initiate relevant Bills and motions required for combating the epidemic in Uganda.
- (2) The Committee shall in the performance of its functions network with other Parliaments on the problem of HIV/AIDS and related matters.
- (3) The Committee shall report to Parliament at least twice a year.

158. Functions of the Committee on Science and Technology

(1) The Committee on Science and Technology shall: -

- (a) review, discuss and make recommendations on scientific and technological content of all Bills laid before Parliament;
- (b) initiate Bills on strategic issues of science and technology for national development;
- (c) continuously monitor, evaluate and assess activities in public institutions and any other bodies engaged in national science and technology development;
- (d) examine and carry out research on the performance of the National Science and Technology sub-sector; and
- (e) examine, recommend and oversee adequate national budgetary provisions for the development of Science and Technology.

(2) The Committee shall report to Parliament at least twice in a year on its functions.

C- PROVISIONS RELATING TO SESSIONAL COMMITTEES

159. Sessional Committees

(1) There shall be Sessional Committees of the House, whose Members shall be designated by Whips on basis of Party or Organisation representation and interests of Independent Members in the House at the beginning of every session of Parliament.

(2) The Sessional Committees shall be on the following subjects-

- (a) Agriculture, Animal Industry and Fisheries;
- (b) Tourism, Trade and Industry;
- (c) Social Services covering-
 - (i) Education and Sports; and
 - (ii) Health.
- (d) Gender, Labour and Social Development including equal opportunities and interest groups.

- (e) Physical Infrastructure covering-
 - (i) Lands;
 - (ii) Housing;
 - (iii) Urban Development;
 - (iv) Works and Transport; and
 - (v) Physical Planning.
- (f) Legal and Parliamentary Affairs covering-
 - (i) Judiciary,
 - (ii) Parliament,
 - (iii) Justice,
 - (iv) Law Reform Commission,
 - (v) Electoral Commission,
 - (vi) Human Rights Commission, and
 - (vii) Inspectorate of Government;
- (g) Public Service and Local Government,
- (h) Natural Resources including-
 - (i) Energy;
 - (ii) Water;
 - (iii) Minerals and Petroleum; and
 - (iv) Environment

- (i) Presidential Affairs covering-
 - (i) Office of the President;
 - (ii) State House;
 - (iii) Office of the Vice President;
 - (iv) Office of the Prime Minister;
 - (v) Internal Security Organization; and
 - (vi) External Security Organization;
- (j) Foreign Affairs covering-
 - (i) East African Community
 - (ii) Missions Abroad; and
 - (iii) Bilateral, Multi-lateral and Inter-Governmental Relations;
- (k) Defence and Internal Affairs covering-
 - (i) Ministry of Defence,
 - (ii) Ministry of Internal Affairs;
 - (iii) Uganda Police Force, and
 - (iv) Uganda Prisons Service
- (l) Finance, Planning and Economic Development.
- (m) Information, Communication and Technology

160. Composition of Sessional Committees

- (1) Each Sessional Committee shall consist of twenty Members selected from among Members of Parliament.
- (2) In the selection of Members of Sessional Committees, the parties or organizations represented in Parliament shall designate through the Whips, Membership to Committees on the basis of Party or Organization representation in the House.
- (3) Unless otherwise provided in these Rules and so far as reasonably practicable, the overall Membership of the Committees shall reflect proportional Membership in the House taking into consideration the numerical strength of the parties or organizations and the interests of the Independent Members.

(4) Independent Members shall apply to the Clerk to join committees of their choice and the Speaker shall accordingly ensure that the Members join the Committees of their choice.

(5) Parties or Organizations shall have powers to withdraw and relocate Members from individual Committees.

(6) The Party or Organization in Government shall designate the Chairperson and Deputy Chairperson of each Sessional Committee provided that no active Member of the Uganda Peoples Defence Forces shall be designated Chairperson or Deputy Chairperson of the Committee on Defence and Internal Affairs.

(7) Members designated under this rule shall be announced by the Speaker in Parliament and accordingly assume their respective Membership or offices.

161. Functions of Sessional Committees

Sessional Committees shall have the following functions-

- (a) to examine and comment on policy matters affecting the Ministries covered by them;
- (b) to initiate or evaluate action programmes of those Ministries and Sectors and to make appropriate recommendations on them;
- (c) to examine critically Bills brought by Government before the House before they are debated;
- (d) to examine critically Government recurrent and capital budget estimates and make recommendations on them for general debate in the House;
- (e) to monitor the performance of Ministries and Departments; and
- (f) to ensure Government compliance with approved plans and programmes.

**PART XXV
SELECT COMMITTEES**

162. Select Committees

The House may, at any time, upon a motion made after notice given, appoint a Select Committee to be nominated by the Business Committee, for the consideration of such matters as the House may refer to the Committee and to report on any such matter to the House.

163. Constitution of Select Committees

(1) Every Select Committee appointed under rule 162 shall consist of at least five Members who shall be designated by Party Whips on the basis of proportional Party representation in the House taking into consideration interests of the Independent Members.

(2) Three Members shall form a quorum if the Committee consisting of five Members and if the Committee consists of more than five Members, the quorum shall be one third of all the Members.

(3) At any time after the nomination, Whips and Independent Members may appoint one or more additional Members to a Select Committee and if for any reason a Member of a Select Committee is unable to act, another Member may be appointed in his or her place taking into consideration party proportionality in the House.

(5) The Speaker shall, in consultation with the Government Chief Whip and the Chief Opposition Whip appoint the Chairperson of every Select Committee.

PART XXVI

AD HOC COMMITTEES

164. Ad Hoc Committees

The House may at any time, on the advise of the Business Committee, appoint an Ad Hoc Committee to investigate any matter of public importance that does not come under the jurisdiction of any Standing or Sessional Committee or that has not been dealt with by a Select Committee.

PART XXVII

OPERATION OF COMMITTEES GENERALLY

165. Application of this Part

This part applies to Committees generally unless express provision is made to the contrary in these rules.

166. Rules to apply generally

- (1) In Committees, these rules shall be observed so far as may be applicable.
- (2) The Chairperson of a Committee shall maintain order in the Committee and decisions on all questions of order and disorder in a Committee shall be dealt with under rule 74.

167. Chairpersons of Committees

- (1) No Member shall chair more than one Committee of the House nor be Chairperson or Deputy Chairpersons at the same time.
- (2) A Commissioner shall not be a Chairperson or Deputy Chairperson of any Committee.

168. Removal of Chairperson from office

- (1) A Chairperson or Deputy Chairperson of a Committee may be removed by Members of the Committee on a motion supported by two thirds of all Members of the Committee on any of the following grounds-
 - (a) incompetence;
 - (b) misconduct or misbehaviour;
 - (c) failure or refusal without justifiable reason to execute the duties of the Committee.
- (2) The motion for removal of the Chairperson or Deputy Chairperson shall be initiated by not less than one-third of the Members of the Committee by giving seven days notice to Members of the Committee, including the Chairperson or Deputy Chairperson, and to the Speaker, that they are dissatisfied with the conduct or performance of the Chairperson or Deputy Chairperson and intend to move a motion for his or her removal.
- (3) The motion shall not be debated before the expiration of fourteen days after a copy of the notice is received by the Speaker.
- (4) The Chairperson or Deputy Chairperson in respect of whom a motion of removal is to be moved is entitled during the debate to be heard in his or her defence.
- (5) The Chairperson or Deputy Chairperson in respect of whom proceedings for removal have commenced shall not preside over any proceeding of the Committee.

(6) The Committee shall make a report in the House on the removal of the Chairperson or Deputy Chairperson.

169. Quorum of Committees

(1) Unless the House otherwise directs or these Rules otherwise provide, the quorum of a Committee of the House shall be one third of its Members and shall only be required for purposes of voting.

(2) The number of Members required to form the quorum of every Committee under Sub-rule (1) shall be in addition to the Chairperson or any other Member presiding.

(3) If at any time of voting during the sitting of a Committee there is no quorum, the Chairperson or other person presiding shall adjourn the proceedings of the Committee to a future day or a later time on the same day after allowing a reasonable time to ascertain whether or not a quorum can be realised.

170. Clerk to Committee

The Clerk shall be the Clerk to every Committee and may delegate his or her duties to a Deputy Clerk or any Assistant Clerk.

171. Scope of deliberations

Subject to any instructions by the House, the deliberations of every Committee shall be confined to the matter referred to it by the House and, in the case of a Committee on a Bill, to the Bill committed to it and any relevant amendments.

172. Instructions to Committees

(1) Subject to sub-rule (3), an instruction to a Committee may empower a Committee to consider matters not otherwise referred to it.

(2) No instruction shall be given to a Committee to do what it is already empowered to do or to deal with a question beyond the scope of a Bill or matter referred to it.

(3) An instruction to a Committee extending or restricting the order of reference may be moved in the House, after notice, on any day prior to the report of the Committee.

173. Duration of Committee

Every Committee may continue to sit although the House may be adjourned, and it shall not be dissolved until the presentation to the House of its report or until dissolved by the House.

174. Decisions by the Committee

(1) Decisions of a Committee shall be arrived at by consensus; and in the absence of a consensus, decisions shall be by the votes of the majority of Members of the Committee present and voting.

(2) The Chairperson or other person presiding at a meeting of a Committee shall have neither a deliberative nor a casting vote and where the votes are equal, the proposal shall be taken to be lost.

175. Sub-Committees of Committees

Any Committee may, if it deems fit, appoint from its number a Sub-Committee and assign to it such of its functions as the Committee considers fit and the Sub-Committee shall report to the Committee.

176. Meetings of Committees

(1) A Committee shall commence sittings as soon as possible after it has been appointed to consider a Bill or other matter referred to it by the House.

(2) Meetings of the Committee shall be held at such times as may be determined by the Chairperson of the Committee or in his or her absence, by the Deputy Chairperson.

(3) Meetings may be called at the request of not less than one third of the Members of the Committee.

(4) Unless the House, is sitting, not less than forty eight hours notice shall be given to Members of the Committee when calling any meeting.

(5) Meetings of the Committee shall be presided over by the Chairperson of the Committee and in his or her absence by the Deputy Chairperson or, in the absence of both of them by a Member of the Committee elected by the Members present and voting.

(6) A Committee may sit while the House is sitting but on any vote or a division being called in the House, the Chairperson of the Committee or any other person presiding shall suspend the proceedings of the Committee for such time as will, in his or her opinion, enable Members of the Committee to vote in the division.

177. Report to be signed by Chairperson and Members

A report of a Committee shall be signed by at least one third of all the Members of the Committee, and shall be laid on the Table.

- (1) Debate on a report of a Committee shall take place at least three days after it has been laid on the Table by the Chairperson or the Deputy Chairperson or a Member nominated by the Committee or by the Speaker.
- (2) The Chairperson or a Member of the Committee may move in the House that the report from the Committee be adopted.
- (3) The report of the Committee shall form part of the record of the House.

178. Minority Report

- (1) Any Member or Members dissenting from the opinion of a majority of a Committee may state in writing the reasons for his or her or their dissent, and the statements of reasons shall be appended to the report of the Committee.
- (2) The Member dissenting from the opinion of the majority of the Committee shall be given time to present the minority report at the time of the consideration of the Committee report.

179. Only Members may vote

- (1) Any Member of the House who is not a Member of a Committee may, unless the House or the Committee concerned otherwise orders, take part in the public proceedings of the Committee, but he or she shall not vote, nor shall he or she be part of any quorum.
- (2) Subject to these rules and except as otherwise directed by the House, a Member referred to in sub rule (1) may attend private sittings of the Committee with the approval of the Committee.

180. Agenda and minutes of meetings

- (1) The Clerk of a Committee shall transmit written notice of each meeting addressed to each Member of the Committee, together with a copy of the agenda.
- (2) The Clerk of a Committee shall record the minutes of proceedings of the Committee.

181. Special powers of Committees

In the exercise of its functions a Committee -

- (a) may call any Minister or any person holding public office and private individuals to submit memoranda or appear before them to give evidence;
- (b) may employ qualified persons to assist it in the discharge of their functions;
- (c) may call or invite any person to take part in the proceedings of the Committee without the right to vote;
- (d) shall have the powers of the High Court for -
 - (i) enforcing the attendance of witnesses and examining them on oath, affirmation or otherwise;
 - (ii) compelling the production of documents;
 - (iii) issuing of a commission or request to examine witnesses abroad;
 - (iv) confining for any specific periods recalcitrant witnesses; and
 - (v) citing any person for contempt.

182. Co-opting Members

(1) A Committee may, with the approval of its Members, co-opt any other Member who is not a Member of the Committee for a specific purpose and period.

(2) A Member co-opted under this rule may participate in the proceedings of the Committee but shall have no vote on any matter to be decided by the Committee.

183. Counsel

(1) A Committee shall have power to request the Attorney General or Parliamentary Counsel, to attend upon it and give such legal assistance as may be required.

(2) A person alleged to be in contempt of Parliament may be represented by counsel in proceedings in the Committee on Rules, Privileges and Discipline .

(3) A witness before any other Committee may also be represented by counsel.

184. Evidence of witnesses

(1) The evidence of every witness shall be taken down in writing and a copy of it sent to him or her.

(2) A witness may, within seven days from the date of receipt of the copy, suggest corrections to his or her evidence due to inaccurate reporting and the evidence shall be printed with such corrections as may be approved by the chairperson.

(3) The Committee may at its discretion refuse to hear any irrelevant evidence or listen to any recalcitrant witness.

185. Examination on oath or affirmation

(1) A Committee shall have power to cause a witness to be examined on oath, and the Clerk of the Committee shall have authority to administer it.

(2) A witness may, instead of taking the oath make a solemn affirmation.

186. Expenses of witnesses before Committees

The rate of allowance to be paid for the expenses of any person appearing as a witness before a Committee shall be the same as would be payable to that person if he or she were a witness attending the High Court.

187. Issue and serving of summons

- (1) An order to attend or to produce documents before a Committee shall be notified by a summons signed by the Chairperson of the Committee.
- (2) The summons shall state the time when and the place where the person summoned is required to attend and the particular documents which he or she is required to produce.
- (3) The summons shall be served on the person mentioned in the summons by delivering to him or her a copy of it or by leaving it at his or her usual place of abode with an adult person; or where this is not known, by publishing it in the press.
- (4) A summons under this rule may be served by an officer of the House or a Police Officer.

188. Withdrawal of documents before Committees

- (1) No document received by the Clerk of a Committee shall be withdrawn or altered without the knowledge and approval of the Committee.
- (2) A document may be released to a witness by the Chairperson or Clerk to a Committee after the conclusion of the deliberations of a Committee.

189. Publication of evidence before reports of Committees

(1) All Committees shall have power to authorise the Clerk of the House to supply copies of their reports to Officers of government departments, to such witnesses who have given evidence to Committees, or to their sub-committees as those Committees consider appropriate, to the lobby journalists and to such other representatives as the Committee thinks fit, after those reports have been laid on the Table, but before then, no Member or any other person shall publish such report.

(2) No evidence or document received by a Committee shall be published or otherwise disclosed to any person other than a Member of Parliament until the report of the Committee is presented to the House.

190. Evidence regarding Parliamentary proceedings

(1) No Member or officer of the House and no person employed to take minutes of evidence before the House or its Committee shall give evidence elsewhere in respect of the contents of the minutes or the content of any evidence or the content of any document presented to or laid before Parliament or any Committee, or in respect of proceedings or examination held before Parliament or a Committee, without the special leave of the House being first obtained.

(2) The special leave referred to in sub rule (1) may be given during a recess or adjournment, by the Speaker, or in his or her absence, or other incapacity, by the Clerk.

191. Admission of certain papers in evidence in Committee

Where an inquiry affects the privileges, immunities and powers of the House or any of its Members, a copy of the proceedings of the House or a report from a Committee shall be admitted as prima facie evidence.

192. Time frame for Committees to report

- (1) Every Committee, except Committees where specific assignments are made, to which a matter is referred shall report to the House within forty five days.
- (2) If a Committee finds itself unable to complete any investigations, inquiry or other matter referred to it within the period provided in sub-rule (1) the Committee may seek extra time from Parliament.
- (3) Where extra time is not granted or upon expiry of the extra time granted under sub-rule (2), the House shall proceed to deal with the matter in question without any further delay.

193. Minutes of Proceedings to be brought up with report of Committees

The Minutes of the Proceedings of a Committee shall be brought up and laid on the Table of the House, together with the report of the Committee, by the Chairperson or Deputy Chairperson or any Member of the Committee nominated by the Committee, when reporting to the House.

PART XXVIII

GENERAL

194. Ceremonial Speeches and Speeches by Distinguished personalities

- (1) Ceremonial speeches may be allowed by the Speaker but any such speech must be confined to speeches commemorating special events or occasions of death of distinguished persons.
- (2) Distinguished persons from within or without the Nation may be allowed by the Speaker to address the House on any matter of importance.

195. Complaints of contempt of Parliament

- (1) A Member may, at any time appointed for complaints of contempt of Parliament under rule 22, bring to the House any complaint of contempt of Parliament if he or she has previously notified the Speaker.
- (2) In urgent circumstances, a complaint referred to in sub rule (1) may, with the prior permission of the Speaker, be made at a time other than that appointed for it.

196. Notice of meetings

Before the beginning of a new Session the Clerk shall, under the authority of the Speaker, send to each Member a written notice directing attention to the Proclamation summoning Parliament.

197. Minutes

The Clerk shall keep the minutes of the proceedings of the House, which shall record the attendance of Members at each sitting and all decisions taken by the House.

198. Records

(1) The Clerk shall-

- (a) be responsible for making entries and records of things done and approved or passed in the House;
- (b) have custody of all records and other documents belonging or presented to the House; and
- (c) keep secret all matters required by the House to be treated as secret and not discuss them before they are officially published.

(2) The records kept under this rule shall be open to the inspection of Members under such arrangements as the Speaker may direct.

199. Official Report

(1) The Clerk shall be responsible for ensuring that all speeches made by Members in the House or in Committee of the whole House are reported word for word and that an Official Report of the speeches made is published as soon as possible after each sitting.

(2) For the purposes of sub-rule (1) the Clerk shall act in accordance with such orders as the Speaker may give from time to time.

200. Electronic Coverage of Parliamentary Proceedings

(1) Parliamentary proceedings may be broadcast by electronic media having due regard to the dignity of the House.

- (2) Television coverage of the proceedings of the House shall be regulated by the rules set out in Appendix G of these Rules of Procedure.

201. Custody and production of papers

- (1) All papers laid before the House shall upon production be deposited with the Clerk who shall be responsible for their safe custody.
- (2) All papers shall be available for production before the House whenever required by any Member and shall be at all times open to the inspection of Members.

202. Admission of the public and the press into the House and Committees

- (1) Members of the Public and of the Press may be admitted to debates in the House under rules that the Speaker may make from time to time.
- (2) The Clerk and the Sergeant-at-Arms shall ensure that all rules made under this rule are complied with.
- (3) Subject to such rules made under sub-rule (2), the authority to admit strangers shall be with the Clerk acting on behalf of the Speaker.
- (4) No Member shall bring any stranger into any part of the House reserved for Members while Parliament is sitting.
- (5) No person may carry into the galleries, a briefcase, fire arms or weapon, a camera, a tape recorder, a transistor radio, mobile telephone or any other electronic device.
- (6) No person shall smoke or read a book or newspaper, draw or stand in the galleries.
- (7) A person admitted under this rule shall act with decorum and dress in a dignified manner.

203. Assistance to Persons with Disabilities

(1) Notwithstanding anything in these Rules, the Speaker or a Chairperson of a Committee shall take all necessary steps to ensure that Persons with Disabilities are facilitated in their participation in proceedings of the House or its Committees including, in appropriate cases -

(a) allowing a person who is not a Member or an officer of the House to give reasonable assistance to a Member with Disability;

(b) allowing a Member with Disability to bring into the House crutches, equipment or other aid needed by the Member owing to his or her disability to enable that Member to participate in the proceedings of the House or a Committee.

(2) A person allowed to give assistance to a Member under paragraph (a) of sub rule (1) shall act with decorum, dress in a dignified manner, and keep secret anything which Members are required to keep secret.

204. Withdrawal of Strangers

(1) Any Member may, without notice, at any time, for the purpose of enabling any matter to be debated in the absence of Strangers, rise and move "That Strangers do withdraw" and if that motion is seconded, the Speaker or Chairperson shall put the question on it immediately without amendment or debate.

(2) When the motion has been agreed to, and after the matter which gave rise to the motion has been disposed of, any Member on being called by the Chairperson, may move "That Strangers be re-admitted", and if that motion is seconded, the Speaker or Chairperson shall put the question immediately without amendment or debate.

(3) The Speaker may at any time order Strangers to withdraw and the doors of the Chambers of the House to be closed.

(4) The Clerk and the Sergeant-at-Arms shall ensure that any order for the withdrawal of Strangers is duly complied with.

205. Adjustments in numbering in Bills

Subject to the directions of the Speaker, the Clerk may make such adjustments and modifications in the numbering of provisions or, in references in a Bill approved by the

House, and make such other adaptations as may be necessary to accord with decisions taken by the House on a Bill.

206. Employment of Members in professional capacity

No Member shall appear before the House or any Committee of the House as counsel for any party or in any capacity for which he or she is to receive a fee or reward in any matter to be deliberated upon by the House or a Committee.

APPENDICES

APPENDIX A

Rule 22

PRAYERS

(Recited at the commencement of Sittings of Parliament)

ALMIGHTY GOD Who in Your infinite wisdom and Providential Goodness has appointed the offices of Leaders and Parliaments for the welfare of society and the just government of humanity; We beseech You to Look upon, with Your abundant favour, these Your servants, whom You have been pleased to call to the performance of such important trusts in this Land.

LET YOUR blessing descend upon them here assembled, and grant that they may, as in your presence, treat and consider all matters that shall come under their deliberation, in so just and faithful a manner as to promote Your Honour and Glory, and to advance the Good of those whose interests You have committed to their charge.

AMEN

APPENDIX B

Rule 11(1)

RULES OF PROCEDURE OF ELECTION OF MEMBERS OF THE EAST AFRICAN LEGISLATIVE ASSEMBLY

IN EXERCISE of the powers conferred by Article 50(1) of the Treaty for the establishment of the East African Community, Parliament makes the following Rules:-

PART I

1. Citation

These Rules may be cited as the Election of Members of the Assembly Rules, 2006.

2. Interpretation

In these Rules, unless the context otherwise requires, all Parliamentary words and expressions used shall have the same meaning assigned to them in the General Rules of Procedure of Parliament:-

“Election” means the process of approval of names nominated by political parties represented in the House and presented to the House by the Speaker.

“Secretary General” means the Secretary General of the East African Community;

“Treaty” means the Treaty for the establishment of the East African Community dated 30th November, 1999, and entered into by the United Republic of Tanzania, the Republic of Uganda, and the Republic of Kenya, and as from time to time amended under the provisions of the Treaty;

PART II
QUALIFICATION AND CATEGORY OF
MEMBERS AND TENURE OF OFFICE

3. Election of Members of the Assembly

Elected Members of the Assembly representing Uganda shall be nominated by the Parties or Organizations represented in the House on the basis of proportional Party Membership taking into consideration the numerical strength of the Parties or Organizations and gender.

4. Qualification and Disqualification

(1) A person is qualified to be a Member of the Assembly if that person-

- (a) is a citizen of Uganda;
- (b) is qualified to be elected as a Member of Parliament;
- (c) has proven experience or interest in consolidating and furthering the aims and the objectives of the Community.

(2) Pursuant to Article 50 of the Treaty a person is not qualified for election as a Member of the Assembly if that person-

- (a) is a traditional or cultural leader as defined in clause (6) of article 246 of the Constitution;
 - (b) is a Vice-President, Speaker, Minister or Member of Parliament;
 - (c) is an officer in the service of the Community;
 - (d) has been adjudged or otherwise declared bankrupt under any law in force in Uganda and has not been discharged; or
 - (e) is under a sentence of death or a sentence of imprisonment exceeding nine months imposed by any competent court without the option of a fine.
- (3) For purposes of paragraph (c) of sub rule (1) a person shall be taken to have proven experience in the aims and objectives of the community if he or she has good skills and considerable knowledge or qualification in matters relating to promotion and consolidation of the East African Co-operation.

5. Tenure

(1) Subject to the Treaty, an elected Member of the Assembly shall hold office for a period of five years and be eligible for re-election for a further term of five years.

- (2) An elected Member of the Assembly shall vacate his or her seat in the Assembly upon the happening of any of the following events-
- (a) upon the delivery of his or her resignation in writing to the Speaker of the Assembly;
 - (b) upon his or her ceasing to be qualified for election as an elected Member;
 - (c) upon his or her election or nomination as a Member of Parliament;
 - (d) upon his or her appointment as an officer of the community;
 - (e) upon his or her conviction by a court of competent jurisdiction of an offence and sentenced to imprisonment for a term exceeding six months and no appeal has been preferred against such a decision.
- (3) Subject to the Treaty an elected Member of the Assembly may be recalled from the Assembly by a resolution of Parliament passed by the votes of not less than two thirds of all the Members of Parliament on the following grounds-
- (a) physical or mental incapacity rendering the elected Member incapable of performing the functions of the office;
 - (b) misconduct or misbehaviour likely to bring hatred, ridicule, contempt or disrepute to the office or the state; or
 - (c) persistent neglect of the issues relating to the development of the people of Uganda.

PART III

NOMINATION OF CANDIDATES AND CAMPAIGNS

6. Appointment of nomination day

- (1) The Clerk shall issue a notice in the Gazette and the mass-media appointing two days during which the nomination of candidates is to take place indicating-
- (a) the place and time fixed for the nomination of candidates; and
 - (b) the hours on each day during which nominations are to take place.

(2) The Clerk shall give at least five working days' notice of the nomination days.

7. Nomination of Candidates

- (1) Nomination of a candidate shall be made on any nomination day by each party represented in the House nominating a candidate and tendering the nomination in writing to the Clerk indicating the following-
- (a) a statement specifying the name, educational qualifications, address and occupation of the candidate;

- (b) a statement under oath by the candidate stating that-
- (i) the candidate is willing and qualified to stand for the elections;
 - (ii) the candidate is a citizen of Uganda;
 - (iii) the candidate is eighteen years of age or above;
 - (iv) the candidate qualifies to be a Member of Parliament.

8. Inspection

Any Member of Parliament or any other person may during office hours for five working days from the last day of nomination inspect and verify any nomination papers of any candidate subject to conditions that the Clerk may prescribe and may lodge any complaint with the Clerk in relation to any nomination.

9. Withdrawal or Death of a Candidate

(1) Subject to sub-rules (2) and (3) of this rule, a duly nominated candidate for election may withdraw his or her nomination at anytime before the declaration of elected Members.

(2) Withdrawal of a nominee under sub-rule (1) shall be effected by a written notification to the Clerk and shall be signed by the nominee personally and the Secretary General of the Party which nominated him or her.

(3) Where any nominee dies after nomination day, and before the declaration of the elected Members, the election process will continue but Members shall be informed of the death of the nominee.

(4) The Party which nominated a nominee who dies or withdrawals from the elections shall nominate another person.

10. Declaration of Elected Members

The Speaker shall announce to the House the nominations of Members to the East African Legislative Assembly.

11. Publication in Gazette

As soon as the Speaker announces the names of the elected Members, the Clerk shall publish the names in the Gazette.

12. Transmission of names of Elected Members to the Secretary General

The Clerk shall transmit to the Secretary General of the East African Community the names of the duly elected Members as published in the Gazette.

APPENDIX C

Rule 11(2)

PROCEDURE FOR MEMBERS OF THE EAST AFRICAN LEGISLATIVE ASSEMBLY TO SUBMIT REPORTS TO PARLIAMENT

1. The Members of the East African Legislative Assembly shall present a bi-annual report of the activities of the Assembly for the relevant year to Parliament through the Committee on Foreign Affairs.
2. Such bi-annual reports shall be presented at regular meetings of the Committee at a time to be determined by the Chairperson of the Committee.
3. The Members of the Assembly may, if they consider it desirable to do so, present any special report, or make any appropriate consultations with the Committee, on any matter which is relevant to the work of the Assembly at any other scheduled meeting of the Committee.
4. (1) All Members of the Assembly may be present at the time of presentation of any report.
(2) All such reports shall subsequently be laid on the Table of the House with comments from the Committee.
5. The House may whenever it deems fit, debate the report of the Committee.

APPENDIX D

Rule 12

RULES OF PROCEDURE FOR ELECTION OF MEMBERS OF THE PAN AFRICAN PARLIAMENT

PART I

IN EXERCISE of powers conferred by Article 5 of the Protocol to the establishment of the African Community relating to the Pan-African Parliament, Parliament makes the following Rules:-

1. Citation

These Rules may be cited as the Election of Members of the Pan-African Parliament Rules, 2006.

2. Interpretation

In these Rules, unless the context otherwise requires, all Parliamentary words and expressions used shall have the same meaning assigned to them in the General Rules of Procedure of Parliament, and

“Election” means the process of approval of names nominated by Political Parties or Organizations represented in the House and presented to the House by the Speaker.

PART II

QUALIFICATION, CATEGORY OF MEMBERS AND TENURE OF OFFICE

(3) Election of Members of the Pan-African Parliament

The Members of the Pan-African Parliament shall be elected or designated by Parliament from among their number.

(4) Tenure

- (1) Subject to the Protocol establishing the African Community and the Pan-African Parliament, the term of a Member of the Pan-African Parliament shall run concurrently with his or her term in Parliament
- (2) The Seat of a Member of the Pan-African Parliament shall become vacant if he or she_
 - (a) dies;
 - (b) resigns in writing to the President of the Pan-African Parliament;
 - (c) is unable to perform his or her functions for reasons of physical or mental incapacity
 - (d) is removed on grounds of misconduct
 - (e) ceases to be a Member of Parliament
 - (f) is recalled by Parliament
 - (g) When Uganda withdraws from the African Union.

PART III
NOMINATION AND ELECTION OF MEMBERS
OF THE PAN-AFRICAN PARLIAMENT

(5) **Nomination and election of Members**

The Political Parties or Organizations represented in the House shall submit names to the Speaker, on the basis of proportional Party Membership taking into consideration the numerical strength of the Parties, interests of Independent Members and gender.

6. Rules 6, 9, 10, 11, 12 and 13 in Appendix B of these Rules shall, with necessary modifications, apply to the election of Members of the Pan-African Parliament

APPENDIX E

Rule 27

RULES CONCERNING PETITIONS

1. A Member presenting a Petition to the House must put his or her name at the beginning of it and shall give notice of his or her intention to present the Petition, by entering his or her name on the notice paper reserved for that purpose.
2. A Petition must contain a prayer at the beginning of it stating the general object of the petitioner or the nature of the relief asked for.
3. A Petition must be signed or thumb-printed or marked by at least one person.
4. If signatures are affixed to more than one sheet, the prayer of the Petition must be repeated at the head of one side of each sheet, but signatures may be written on either side of any sheet.
5. A person signing a Petition must write his or her address after the signature.
6. A Petition must be written in the English language.
7. A Petition must be signed by the parties whose names are appended to it by their names or marks.
8. A Petition of a corporation aggregate shall be under its common seal.
9. No erasures or interlineations may be made in any petition.
10. A Petition must be respectful, decorous and temperate in language.
11. The style in which a petition to Parliament shall be drawn up shall be as follows-

TO: THE PARLIAMENT OF UGANDA

The Humble Petition of (here insert the names or description of the petitioner or petitioners)

STATES That (here set forth the case or circumstances to be brought to the notice of Parliament).

THEREFORE your Petitioner (or Petitioners) prays (or pray) that (here set forth the particular object of the Petitioner or nature of the relief asked for).

And your Petitioner(s), as in duty bound, will ever pray, et cetera.

Signatures with addresses to follow.

APPENDIX F

Rule 71

THE CODE OF CONDUCT FOR MEMBERS OF PARLIAMENT

1. Purpose of the Code

The purpose of the Code is to assist Members in the discharge of their obligations to the House, their constituents and the public at large.

2. Public Duty

- (1) By virtue of The Oath of allegiance taken by all Members, Members have a duty to be faithful and bear true allegiance to the Republic of Uganda and to preserve, protect and defend the Constitution and to uphold the law and act on all occasions in accordance with the public trust placed in them.
- (2) Members have a general duty to act in the interests of the nation as a Whole; and special duty to their constituents.

3. Personal Conduct

Members shall observe the general principles of conduct specified below-

- (a) **Selflessness:** Members should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends;
- (b) **Integrity:** Members should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their duties;
- (c) **Objectivity:** In carrying out business, including making recommendations on public appointments, awarding contract, or recommending individuals for rewards and

benefits, Members should make choices on merit;

- (d) **Accountability:** Members are accountable for their decisions and actions to the electorate and must submit themselves to whatever scrutiny is appropriate;
- (e) **Openness:** Members should be as open as possible about all the decisions and actions that they take and should give reasons for their decisions and restrict information only when the public interest clearly demands;
- (f) **Honesty:** Members have a duty to declare any private interests relating to their Parliamentary duties and to take steps to resolve any conflicts arising in a way that protects the public interest;
- (g) **Leadership:** Members should promote and support good governance by leadership and example.

4. Public Interest

Members shall base their conduct on full consideration of the public interest, avoid conflict between personal interest and the public interest and resolve any conflict between the two, at once, and in favour of the public interest.

5. Public Trust

Members shall at all times conduct themselves in a manner which will maintain and strengthen the public's trust and confidence in the integrity of Parliament and never undertake any action which may bring the House or its Members generally, into disrepute.

6. Corruption

The acceptance by a Member of a bribe to influence his or her conduct as a Member, including any fee, compensation or reward in connection with the promotion of, or opposition to, any Bill, Motion, or other matter submitted, or intended to be submitted to the House, or to any Committee of the House, is contrary to this Code of Conduct.

7. Declaration of Interest

Members shall fulfil conscientiously the requirements of the House in respect of the declaration of interest and shall always draw attention to any relevant interest in any proceeding of the House or its Committees, or in any communications with Ministers, Government Departments or Executive Agencies.

8. Openness

In any activities with, or on behalf of, an organisation with which a Members has a financial relationship including activities which may not be a matter of public record such as informal meetings and functions, Members must always bear in mind the need to be open and frank.

9. Acting as paid advocate

No Member shall act as a paid advocate for any person or organisation in any proceedings of the House.

10. Improper use of Payments

No improper use shall be made of any payment or allowance made to Members for public purposes and any rules which apply to such payments and allowances must be strictly observed.

11. Use of Information Received

Members must bear in mind that information which they receive in confidence in the course of their Parliamentary duties should be used only in connection with those duties, and that such information must never be used for purposes of publicity or financial gain.

12. Matters not Provided for

For any matter, which is not provided for, Members may seek advice of the Speaker or of the Committee on Rules, Privileges and Discipline.

APPENDIX G

Rule 199

RULES OF TELEVISION COVERAGE OF PARLIAMENTARY PROCEEDINGS

1. Objective

The Public Relations Manager shall seek to give a full, balanced, fair and accurate account of Proceedings of the House with the aim of informing viewers about the work of the House.

2. Dignity of the House

In covering the Proceedings of the House, the Public Relations Manager shall have regard to the dignity of the House and its functions as a Legislature rather than a place of entertainment.

3. Restricting Filming of certain Parts of the Chamber

(1) The Press and public galleries, the officials' and the area behind the Speaker's Chair, not being directly related to proceedings, shall not be shown, other than unavoidably, as part of the wide-angle or other authorised shots of the Chamber.

(2) Great care shall be exercised in showing the Speaker. Shots designed to show the Speaker receiving advice from a Clerk at the Table shall not be used. Officers of the House and Chamber attendants attending in the Chamber should not normally be shown, other than unavoidably, as part of the wide angle or other authorised shots of the Chamber.

(3) During Divisions, a wide-angle shot of the Chamber may be used. In addition, the following events relating to Divisions may be shown using the standard format; that is to say, the putting of the Question, the announcement of the names of the Tellers; any points of order which may arise, together with any response by the Chair; and the announcement by the Tellers and the Chair of the voting figures.

(4) In no circumstances should close up shots of Members' or officers' papers be taken.

4. Style and Presentation

(1) The standard format for depicting the Member who has the floor shall be a head and shoulders shot, not a close-up.

(2) The camera shall normally remain on the Member speaking until he or she has finished.

(3) Wide-angle shots of the Chamber may be used from time to time, such as while the Public Relations Manager is seeking a closer shot of a Member who has just been called, or at times when no single Member has the floor, and to establish the geography of the House for the benefit of viewers, or to establish Members wishing to contribute to a debate.

- (4) As a matter of general practice, the Public Relations Manager shall switch to the Speaker whenever he or she rises and this principle should be applied all the more strictly during incidents of disorder.
- (4) Occasional cut-away shots to illustrate individual reactions shall be allowed, but only to show a Member who has been referred to by the Member speaking.
- (5) Medium-angle shots, including over-the-shoulder shots, are permissible where the Public Relations Manager wishes to show both the Member who has the floor and another Member intervening or seeking to do so.
- (6) Occasional group shots mid-way between the standard head and shoulders shot at the wide-angle shot shall be permitted and such shots may be used either for the purposes of showing the reaction of a group of Members, or in order to establish the geography of a particular part of the Chamber.

5. Special Camera Techniques

- (1) In no circumstances are split- screen shots to be used.
- (2) Panning shots along the benches shall not normally be used.
- (3) Occasional zoom shots are permitted.

6. Disorder in the Galleries

- (1) Neither interruptions from, nor demonstrations in the galleries are “proceedings”, and as such they shall in no circumstances be televised.
- (2) If an incident of the sort described in sub-paragraph (1) occurs in such a way as to interfere with an otherwise permissible shot, the Public Relations Manager shall cut either to a wide-angle shot of the Chamber which does not show the offending incident, or to the Speaker.

7. Disorder on the Floor of the House

(1) Televising may continue during incidents of grave disorder or unparliamentary behaviour for as long as the sitting continues, but subject to the following guidelines-

- (a) On occasions of grave disorder, the Public Relations Manager shall normally focus on the Speaker for as long as proceedings continue, or until order has been restored;
- (b) In case of unparliamentary behaviour, the Public Relations Manager shall normally focus on the Speaker and shall certainly do so if he or she rises, but occasional wide-angle shots of the Chamber are acceptable.

(2) For purposes of paragraph (1)-

- (a) “grave disorder” means incidents of individual, but more likely collective, misconduct of serious disruptive nature as to place in jeopardy the continuation of the sitting;
- (b) “unparliamentary behaviour” means any conduct which amounts to defiance of the Chair but which falls short of grave disorder.

8. The use of Signals by Broadcasters

(1) No extracts of Parliamentary Proceedings may be used in any light entertainment programme or in a programme of political satire.

(2) Subject to sub-paragraph (1) extracts of Parliamentary proceedings may be included in broadcast “magazine” programmes, which also contain music or humorous features, provided that the different types of items are kept separate.

(3) Extracts from Parliamentary Proceedings may not be used in party political broadcast.

(4) No extracts of Parliamentary Proceedings may be used in any form of advertising, promotion or other form of publicity, except in the form of trailers for programmes which use extracts within the requirements of these Rules and where the trailers also comply with those requirements.

(5) The user shall at all times comply with all rules of coverage, and directives laid down from time to time by the relevant Committee of the House in reports issued by them and otherwise.

9. Coverage of Proceedings and Supply to Users

(1) Except with the permission of the Speaker, coverage of proceedings of the House shall be done by the Public Relations Manager who shall supply to broadcasters or users on a fee prescribed by the Clerk to Parliament.

(2) For purposes of these Rules “the Public Relations Manager” shall include any officer in the Public Relations Unit of the Parliamentary Service, authorised to carry out coverage.

10. Contempt of Parliament

Any abuse of these Rules shall be contempt of Parliament.