

# THE RULES OF PROCEDURE OF THE PARLIAMENT OF UGANDA.

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*Rule*

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## **The Rules of Procedure of the Parliament of Uganda.**

*(Under article 94(1) of the Constitution of the Republic of Uganda)*

IN EXERCISE of the powers conferred upon Parliament by article 94(1) of the Constitution of the Republic of Uganda, these Rules are made this **14th day of May, 2021.**

## PART I PRELIMINARY

### 1. Short title

These Rules may be cited as the Rules of Procedure of the Parliament of Uganda.

### 2. 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 Administration of Parliament Act, Cap. 257;

“**Commissioner**” means a Member of the Commission;

“**Committee**” means a Committee of the whole House, a Standing Committee, a Sectoral Committee, a Select Committee, an Adhoc 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 100 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 and Members virtually present in the House;

“**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;

**“Member virtually present in the House,”**

refers to a member participating in the proceedings of Parliament outside the Chamber of Parliament through a designated digital platform having obtained leave of the Speaker and registered with the Clerk to so appear at least twelve hours before the commencement of a sitting;

**“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 225 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;

“**Prayer**” means the prayer prescribed in Appendix A;

“**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 article 95 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 subcommittee 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 or virtual Table designated by the Speaker from time to time and accessible to all members;

“**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.

## **PART II**

### **OATHS, ELECTIONS, GENERAL AUTHORITY OF SPEAKER, SUSPENSION OF RULES, WHIPS AND RELATED MATTERS**

#### **3. Oath of 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), a person shall not sit or vote in Parliament before taking and subscribing the Oaths.

(3) The Clerk shall administer the Oaths referred to in sub rule (1) prior to the first sitting of Parliament.

(4) Subsequent Oaths of Allegiance of Members of Parliament shall be administered by the Speaker before the House.

#### **4. Language**

The proceedings and debates of Parliament shall be in English.

#### **5. 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 Speaker if he or she is a Vice President, Prime Minister or a Minister.

(3) A person who publicly campaigns or causes campaigns for his or her agent, in a manner which is in breach of rule 85 of the Rules of Procedure of

Parliament, shall be subject to the Code of Conduct of members of Parliament.”

(4) 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.

(5) The Chief Justice or a Judge designated by the Chief Justice shall preside at an election of a Speaker.

(6) A person being proposed as candidate to the office of Speaker shall give his or her consent to the nomination.

(7) Subject to sub rule (11), of this rule, the election of a Speaker shall be by secret ballot.

(8) At an election of the Speaker, a person presiding shall invite nominations from Members of Parliament present.

(9) 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.

(10) Nomination shall be seconded.

(11) If only one person is nominated, he or she shall be declared elected and conducted to the Chair.

(12) Where more than one person is nominated, the House shall proceed to elect a Speaker.

(13) When all nominations have been received, the person presiding shall announce that “the ballot will now be taken”.

(14) Voting shall be in the following manner—

- (a) 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) a member who wishes to vote shall proceed to a booth or designated area for the purpose and located to and within reasonable distance of the ballot box and shall, while there, write the name of the candidate of his or her choice, fold the marked ballot paper and drop it in the ballot box;
- (e) on the election of a Speaker no vote may be cast, or abstention recorded, by proxy;
- (f) 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;
- (g) 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;
- (h) 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;
- (i) where at any ballot between two nominees the votes are equal, another ballot shall be held; and
- (j) where a second election has to be held under paragraph (h) 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.

(15) The person elected Speaker shall be conducted to the Chair.

(16) 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 article 82 (10) of the Constitution.

(17) In this rule the “person presiding” means the Chief Justice or a judge designated by the Chief Justice under sub rule (5) of this rule.

(18) The Oath of the Speaker or Deputy Speaker shall be administered by the President or a person authorized by the President.

(19) The person elected as Speaker shall, upon taking the oath of Speaker, be presented with; the Mace, the Uganda Flag, the Court of Arms, the Speaker’s robes, the Rules of Procedure and the Constitution of the Republic of Uganda.

## **6. 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.

## **7. General Authority of the Speaker**

(1) The 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 submissions from Members but no debate shall be permitted on any such submission.

(5) The Speaker may decline debate on any contribution.

## **8. Procedure in case not provided for and precedents**

(1) 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.

(2) The Speaker's ruling under sub rule (1) shall become part of the Rules of Procedure of Parliament until such a time, when a substantive amendment to these Rules is made in respect to the ruling.

(3) The amendment shall be tabled for consideration within three months from the date of the ruling.

## **9. 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) The Speaker shall reserve seats for Independent Members of Parliament and other categories of Members.

(5) The Speaker shall ensure that each Member of Parliament has a comfortable seat.

(6) A member virtually present in the House shall stand or sit against a background that maintains the decorum of the Chamber of Parliament at all times.

## **10. Presence of President in the House**

(1) There shall be a Chair of State for the President in the House.

(2) The House shall be called to order and stand in silence whenever the President enters or leaves the House.

(3) The President may be accompanied in the House 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;

(b) shall not participate in the proceedings of the House in any way.

## **11. Parliamentary Commissioners**

(1) The Parliamentary Commission, established by the Constitution and the Administration of Parliament Act, 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 Members of Parliament one of whom shall come from the opposition and none of whom shall be a Minister.

(2) In the absence of the Speaker, the Deputy Speaker shall chair the meetings of the Commission.

(3) At least one of the four Members referred to in sub rule (1) (f) shall be a woman.

(4) Nomination of the candidates for election to the Commission, of the four Members of Parliament referred to in sub rule (1) (f) shall be made by the Government and the Opposition sides.

(5) The constitution of the Commission under this rule shall be done during the first meeting of the first session of a new Parliament.

(6) The four members referred to in sub rule (1) (f) shall hold office for two and a half years and shall be eligible for re-election.

## **12. Election of Members of the East African Legislative Assembly**

(1) The nine members of the East African Legislative Assembly representing Uganda shall be elected by Parliament, not from among members of

Parliament, representing as much as it is feasible, the various political parties represented in the House, shades of opinion, gender and other special interest groups in Uganda.

(2) The election of the members to the East African Legislative Assembly shall be held in accordance with the rules set out in Appendix B to these rules.

(3) Members of the Assembly shall report to Parliament on the activities of the Assembly in accordance with Appendix C.

### **13. Election of Members of Pan African Parliament**

(1) Members of the Pan African Parliament representing Uganda shall be elected in accordance with these Rules, 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 Members of the Pan African Parliament shall be elected in accordance with the rules set out in Appendix D.

(3) The election to the Pan African Parliament shall take place in the first session of each Parliament.

(4) 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.

#### **14. Role and functions of the Leader of the Opposition**

(1) The principal role of the Leader of the Opposition is to keep the Government in check.

(2) The Leader of the Opposition shall under sub rule (1), in consultation with his or her party leadership appoint a shadow cabinet from members of the opposition in Parliament with portfolios and functions that correspond to those of Cabinet Ministers.

(3) The Leader of the Opposition shall be a member of the business Committee, the Committee on appointments and shall hold regular consultations with the Leader of Government Business and the Speaker.

(4) The Leader of the Opposition shall study all policy statements of government with his or her

shadow ministers and attend committee deliberations on policy issues and give their party's views and opinions and propose possible alternatives.

## **15. 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 parliamentary business;

- (c) supplying lists of Members to serve on Standing and sectoral 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.

## **16. Suspension of Rules**

(1) A Member may, with the consent of the Speaker, move that a 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 5, 6, 11, 12, 13(1), 16 and 98.

**PART III**  
**MEETINGS, SITTINGS AND**  
**ADJOURNMENT OF THE HOUSE**

**17. 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 dispatch 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.

**18. 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.

**19. Sittings of the House**

(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 rules (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.

## **20. 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.

**21. Request for recall of Parliament from recess**

(1) Parliament shall be recalled from recess by a request made in writing by at least one third of all members of Parliament.

(2) The request made in sub rule (1) shall be by way of Petition made to the Speaker, stating;

- (a) that Parliament is in recess;
- (b) the business to be considered; and
- (c) prayers sought.

(3) The main subject of the petition shall be reflected on each page of the petition.

(4) Any signature appended to the petition shall not be withdrawn.

(5) The Speaker shall, upon receipt of the petition in sub rule (2) summon Parliament to meet within twenty one days from the date of receipt of the petition.

## **22. Public holidays**

The House shall ordinarily not sit on public holidays.

## **23. Sittings of the House to be public**

(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) A person other than a Member acting under the authority of the Speaker shall not keep a note or record of a proceeding or decision of a closed sitting of the House whether in part or in full.

(6) A person other than a person acting under the authority of the Speaker shall not issue a report of, or purport to describe the proceedings or any decision of a closed sitting.

(7) Disclosure of proceedings or decision of a closed sitting by any person in any manner shall be treated as gross breach of privileges of the House.

## **24. 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 a decision, the House shall be resumed thereupon and the Speaker shall act in accordance with the procedure set out in sub rules (3) and (4).

(6) For the avoidance of doubt, a member virtually present in the House shall form part of the quorum of the House.

## **PART IV**

### **ORDER OF BUSINESS**

#### **25. 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 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) Short reaction to communication;
- (f) Addresses by the President;
- (g) Message from the President;
- (h) Addresses by Distinguished Personalities;
- (i) Bills- (First Reading);
- (j) Statements by Ministers;
- (k) Statement by the Leader of the Opposition;
- (l) Statement by a Shadow Minister;
- (m) Personal explanations/brief statements by members;
- (n) Presentation of Petitions;
- (o) Laying of Papers;
- (p) Presentation of Reports of Committees by laying them on the Table;
- (q) Presentation of reports of Parliamentary delegations abroad;
- (r) Questions to Ministers, the Commission and Committee Chairpersons;
- (s) Motions for introduction of Private Members' Bills;

- (t) Motions for the adjournment of the House on a definite matter of urgent public importance;
- (u) Half-hour Motions;
- (v) Oral notices of Motions;
- (w) Ceremonial Speeches;
- (x) Complaints on contempt of Parliament;
- (y) 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; and
- (z) Other Motions.

(3) A Statement made by a Member under sub rule (2)(m) 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.

(4) The Speaker may order the Member to resume his or her seat if in the opinion of the Speaker, improper use is being made under sub rule (3).

(5) Parliament may 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.

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

(7) An 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.

## **26. 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, Government Business shall take precedence over Private Members' Business on Tuesdays, Wednesdays and Thursdays.

(3) Private Members' Business shall consist of Business in the name or in the 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.

## **27. 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, every Friday, send to each Member a copy of the 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.

## **28. Statement of business by Leader of Government Business**

The Leader of Government Business shall, at every last sitting day of the week, make a statement in the House regarding the Government Business of the succeeding week.

## **29. 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 V PETITIONS**

### **30. Petitions**

(1) Subject to these Rules, every application to Parliament shall be in the form of a Petition.

(2) A Petition shall be filed with the Clerk who shall immediately notify the whips and table them before the Business Committee.

(3) A Petition shall 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.

(4) 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.

(5) A Petition shall be laid on Table without question put and may be ordered to be printed or, if relating to a matter other than a Bill before a Committee, may be referred to a Committee by the Speaker.

(6) Notwithstanding sub rule (5), the Speaker may refer a Petition of an urgent matter to a particular Minister or Committee where he or she is of the opinion that the Petition would be better handled by such a Minister or Committee.

(7) The Minister or Committee in sub rule (6) shall report back to Parliament within the stated time.

(8) The Speaker shall inform the House of his or her decision in sub rule (6).

(9) The Speaker may also refer a Petition to a Select Committee on a Bill under rule 142.

(10) A Petition referred to a Committee shall be disposed of within forty five days from the date the Petition is referred to it.

(11) A Member may move a Motion that a 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.

(12) 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.

(13) 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.

(14) The Clerk to Parliament shall, where necessary, afford the Member presenting a Petition professional assistance in drafting the Petition.

## **PART VI PAPERS**

### **31. Laying of Papers**

(1) A Member shall lay a Paper on Table in the House.

(2) Notwithstanding sub rule (1), a Member may, with leave of the Speaker, lay a Paper on a Virtual Table designated by the Speaker and accessible to all Members.

### **32. Mode of Laying of Papers**

(1) The Clerk shall ensure that a Paper to be laid on Table is distributed to all Members before it is laid.

(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) A 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) A Paper laid on Table may be referred to the relevant Committee.

## **PART VII PRESENTATION OF REPORTS OF PARLIAMENTARY DELEGATIONS ABROAD**

### **33. Laying of reports of parliamentary delegations abroad**

(1) The leader of a parliamentary delegation or a Member acting on his or her behalf, shall within fourteen days of sitting after return to Uganda, lay on Table a report on the activities of the delegation.

(2) Upon laying of the report under sub rule (1), the leader of the delegation or the Member shall present a brief summary of the report and highlight the key lessons learnt and recommendations contained in the report.

(3) The Speaker shall appoint time, not exceeding forty five minutes, for debate.

### **34. Laying of Committee field reports**

(1) The Chairperson or a Member acting on behalf of the Chairperson of the Committee which travelled to the field to conduct Parliamentary Business shall lay on Table a report containing the activities of the Committee's field visit.

(2) Upon laying of the report under sub rule (1), the Chairperson or the Member shall present a brief summary of the report and highlight the key recommendations contained in the report.

(3) The Speaker shall appoint time, not exceeding forty five minutes, for debate.

### **35. Laying of Reports by Leader of Opposition**

(1) Where the Leader of the Opposition conducts a study for parliamentary purposes, the Leader of the Opposition or a Member acting on behalf of the Leader of the Opposition shall lay on Table a report within twenty one days after conclusion of the study.

(2) Upon laying of the report under sub rule (1), the Leader of the Opposition or the Member shall present a brief summary of the report and highlight the key recommendations contained in the report.

(3) The Speaker shall appoint time, not exceeding forty five minutes, for debate.

### **36. Laying of records of debates, Bills and Acts of the East African Legislative Assembly**

(1) In accordance with Article 65 of the Treaty for the Establishment of the East African Community, the Minister responsible for East African Community affairs shall, within twenty one days after the end of every session of the East African Legislative Assembly, lay on Table—

- (a) copies of records of all relevant debates of the meetings of the Assembly;
- (b) copies of Bills introduced into the Assembly; or
- (c) Acts of the Community, for information.

(2) Upon laying of records of debates, Bills and Acts, the Minister shall present a summary of the debates, Bills and Acts highlighting the key issues for parliamentary action.

(3) Debate shall not ensue.

### **37. Laying of Resolutions of the Pan-African Parliament**

(1) Upon conclusion of every session of the Pan African Parliament, a Member of the Pan

African Parliament shall lay on Table, copies of the Resolutions of the Pan-African Parliament.

(2) Upon laying of the Resolutions in sub rule (1), a Member of the Pan-African Parliament shall present a summary of the Resolutions, highlighting the key issues for parliamentary action.

(3) Debate shall not ensue.

### **38. Laying of decisions of the African Union**

(1) The Minister responsible for Foreign Affairs shall present a bi-annual report on the decisions and Resolutions of the African Union Organs, Summit of Heads of State, the Executive Council of Ministers, and the Permanent Representatives Council.

(2) The report in sub rule (1) shall highlight the key issues for parliamentary action.

(3) Debate shall not ensue.

### **39. Laying of Reports by the Commission**

(1) Where the Speaker or Commission conducts a study for parliamentary purposes, the Speaker shall nominate a Commissioner to lay on Table a report within twenty one days after conclusion of the study.

(2) Upon laying of the report under sub rule (1), the Commissioner shall present a summary of the report highlighting the key recommendations contained in the report.

(3) The Speaker shall appoint time, not exceeding forty five minutes, for debate.

## **PART VIII TREATIES, PROTOCOLS AND INTERNATIONAL AGREEMENTS**

### **40. Presentation of treaties, protocols or international agreements before Parliament**

(1) The Minister responsible for treaties, protocols or international agreements shall lay before Parliament, a treaty, protocol or international agreement entered into by the Government of Uganda, within six months after it has been concluded or signed.

(2) The Committee on Foreign Affairs shall examine a treaty, protocol or international agreement laid before Parliament and shall report to the House within forty five days.

(3) The Minister shall, at least twice a year, report to Parliament on the implementation of any treaty, protocol or international agreement entered into by Government.

(4) Where an international treaty, protocol or international agreement imposes an obligation on Uganda to submit periodic reports, the Minister responsible for the coordination and implementation of the treaty, protocol or international agreement shall present to Parliament the draft periodic compliance reports prior to them being submitted to the relevant treaty body.

## **PART IX**

### **PRIME MINISTER'S TIME, QUESTIONS TO MINISTERS AND OTHER MEMBERS**

#### **41. Prime Minister's Time**

(1) There shall be time designated as Prime Minister's Time, commencing at 4.00 p.m. every Thursday.

(2) During the Prime Minister's Time—

- (a) the Prime Minister may make a statement,  
or

(b) Questions may be put to the Prime Minister relating to matters of Government policy or the general performance of the Government and Government Agencies.

(3) Questions to the Prime Minister shall be made in writing and submitted to the Clerk.

(4) The Clerk shall enter all questions in the Prime Minister's Question Record Book and select fifteen questions by raffle which shall be forwarded to the Prime Minister.

(5) The Prime Minister shall provide written responses copied to the relevant Member and respond to these questions during the Prime Minister's question time.

(6) The Clerk shall publish a list of all questions and the responses made every month.

(7) In the absence of the Prime Minister, the Deputy Prime Minister may make a statement or answer questions put to him or her.

(8) The Prime Minister's time shall not exceed forty five minutes.

(9) The Leader of Opposition shall have a right to comment or reply.

#### **42. 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 the 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.

#### **43. Questions to Chairpersons and the Commission**

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

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



#### **44. Conditions for admissibility of questions**

- (1) A question shall not—
  - (a) include the name of a person or statement of fact unless it is necessary to make the question intelligible and in the case of a statement of fact, can be authenticated by the Member concerned; or contain charges which the Member asking the question is not prepared to substantiate;
  - (b) contain any arguments, expression of opinion or inferences, imputations, epithets or controversial, ironical or offensive expressions or hypothetical cases;
  - (c) be asked which raises an issue already decided, or which has been answered substantially, during the current Session;
  - (d) be asked regarding proceedings in a Committee which have not been tabled before the House by a report from the Committee;
  - (e) solicit the expression of an opinion or the solution of an abstract legal case or a hypothetical proposition;

- (f) be asked as to the character or conduct of any person except in his or her official capacity;
- (g) refer to more than one subject and shall not be of excessive length;
- (h) be asked the answer to which is readily available in official publications;
- (i) be asked on the character or conduct of persons whose conduct may only be challenged on a substantive motion; and
- (j) 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.

#### **45. Questions for oral answer**

(1) Notice of a question for Oral Answer shall be given by delivery of the written question marked with “oral reply” to 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.

(2) The Clerk shall ensure that the notice delivered to him or her under Sub rule (1) 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.

(3) The response by a Minister to a question asked of him or her shall be sent to the Clerk within five working days and the Clerk shall distribute the response to the Members within five days.

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

(5) Answers to questions not marked “for oral reply” shall be communicated in writing to Members and shall be printed in the official report.

(6) 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) name of Member asking the question;
- (c) date of receipt of the question;

- (d) date of dispatch of the question to the person required to answer; and
- (e) date of answer in the House.

**46. 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.

**47. Manner of asking and answering questions**

(1) During 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 authorized 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.

#### **48. Supplementary questions**

(1) As soon as a question is answered in the House, any Member, starting 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.

(2) A supplementary question 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.

(3) The reply to each supplementary question shall, except with the permission of the Speaker, be limited to two minutes.

#### **49. 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.

(2) A question without notice shall only be asked with the prior leave of the Speaker.

(3) The Speaker shall determine the admissibility of a question in accordance with Rule 44.

(4) Where the Speaker is of the opinion that any question, 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 the Speaker shall direct, or that it be returned to the Member concerned as being inadmissible.

(5) 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.

## **50. Ministers to attend the House to answer questions**

(1) A Minister shall attend sittings of the House to answer questions asked of him or her.

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

(3) The questions shall be asked on Wednesdays and Thursdays of the week of the sitting of Parliament.

(4) It shall be disorderly conduct of a Member to fail to ask or for a Minister to fail to answer a question listed on the Order Paper without the leave of the Speaker.

### **51. 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.

## **PART X**

### **STATEMENTS BY MINISTERS, MEMBERS AND PERSONAL EXPLANATIONS**

#### **52. Statements by Ministers**

(1) A Minister may make a statement at the appropriate time with the prior permission of the Speaker whether for the purpose of explaining Government policy or action upon any matter.

(2) A statement made by a Minister may be debated provided that such debate shall not exceed one hour.



(3) A Statement by a Minister shall be in written form.

### **53. Statements by the Leader of the Opposition**

(1) The Leader of the Opposition may make a statement at the appropriate time on the sequence of business prescribed by rule 25, with the prior permission of the Speaker, in regard to the State of the Nation Address, Budget Framework Paper, budget proposals, alternative policy or action upon any matter.

(2) The Statement made by the Leader of Opposition may be debated by the House provided that such debate shall not exceed one hour.

### **54. 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 not more than 15 minutes and shall be submitted to the Speaker in writing before 11 a.m. on the day on which it is to be made.

## **55. 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 XI MOTIONS AND AMENDMENTS TO MOTIONS**

### **A. GENERAL MOTIONS**

#### **56. Notice of motions**

Subject to the provisions of rule 57, no Motion shall be moved unless the Member moving it has given written notice of the Motion to the Speaker and the Clerk not less than three days previous to the sitting at which it is intended to move the motion.

#### **57. Oral notice of Motions**

(1) Notwithstanding the provisions of rule 56—

- (a) a Member may with the leave of the Speaker, give oral notice of a Motion during a sitting;
- (b) the Motion referred to in sub rule (1)(a) shall not be placed on the Order Paper until three clear days have elapsed from the day the notice is given;
- (c) where the Speaker is of the opinion that it is in the public interest that the Motion should be placed on the Order Paper prior to the expiration of three days, the Speaker may direct that it be placed on the Order Paper at such time as he or she thinks convenient.

### **58. 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.

### **59. Motion without notice**

(1) The following Motions may be moved without notice—

- (a) Motion by way of amendment to a question already proposed by the Speaker;
- (b) Motion for adjournment for purposes of discussing a definite matter of urgent public importance;
- (c) Motion for the adjournment of a debate;
- (d) Motion for the suspension of any rule of Procedure;
- (e) Motion for the withdrawal or re-admission of strangers;
- (f) Motion for the reference of a Bill to a Committee;
- (g) Motion for the House to resolve itself into a Committee of the Whole House;
- (h) Motion made when the House is in Committee;
- (i) Motion for the approval of a report of the Committee of Supply;
- (j) Motion made in accordance with the provisions of the rules governing the procedure as to Bills;
- (k) Motion which in the opinion of the Speaker is a matter of emergency;

- (l) Motion, notice of which has been dispensed with, in accordance with rule 57;
- (m) Motion raising a question of privilege;
- (n) Motion for closure of debate under rule 71; and
- (o) Motion relating to an appeal from the President or a reference from the Committee on appointment under rule 172.

(2) A Member may move a Motion without notice in the following manner—

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

## **60. 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 before a Committee, a seconder of a Motion shall not be required.

## **61. Amendments to Motions**

(1) When a 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) An amendment may be proposed to the amendment if it is relevant to that amendment.

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

(4) An amendment shall not be permitted if, in the opinion of the Speaker, it substantially alters the principle of the question proposed.

(5) An 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) An 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 an 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 an 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 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.

## **62. Withdrawal of Motions**

(1) A Motion or an amendment to the Motion may be withdrawn at the request of the mover, with 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.

## **63. 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**

### **64. Adjournment Motion: Definite matter of urgent public importance**

(1) A 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) A proceeding which has been postponed under this rule shall be exempted from rule 27(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.

## **65. 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 the Motion shall be confined to the subject matter of the Motion.

(3) If the Speaker or the Chairperson holds the opinion that a 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.

## **66. Debate interrupted by adjournment of the House**

Debate interrupted by a Motion under rule 65 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.

## **67. 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 71 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 78 and debate may proceed for not more than thirty minutes.

#### **68. 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 124 unless the Motion is introduced by a Member or a Minister on behalf of the President.

#### **69. 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 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 XII

### RULES OF DEBATE

#### **70. Time and manner of speaking**

(1) A Member desiring to speak shall—

(a) in the case of a Member physically present in the Chamber, rise and face the Chair of the Speaker; or

(b) in the case of a Member virtually present in the House, raise his or her hand up, and shall not speak until he or she catches 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 seated.

(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) A Member shall not speak more than once to a 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 Speaker or 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 60, 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.

### **71. Close of debate**

A Member may not speak on a question after it has been put by the Speaker, that is, after the voices of both Ayes and Noes have been given on it.

### **72. Contents of a speech**

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

(2) 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.

### **73. *Sub-judice* Rule**

(1) Subject to sub rule (5) of this rule, a Member shall not refer to any particular matter which is *sub-judice*.

(2) A matter shall be considered *sub-judice* if it refers to active criminal or civil proceedings and in the opinion of the Speaker, the discussion of such matter is likely to prejudice its fair determination.

(3) In determining whether a criminal or civil proceeding is active, the following shall apply—

- (a) criminal proceedings shall be deemed to be active when a charge has been made or a summons to appear has been issued by court;
  - (b) criminal proceedings shall be deemed to have ceased to be active when they are concluded by verdict and sentence or charges have been withdrawn;
  - (b) civil proceedings shall be deemed to be active when arrangements for hearing, such as setting down matters for hearing have been made, until the proceedings are ended by judgment or settlement or withdrawal; or
  - (d) appellate proceedings whether criminal or civil shall be deemed to be active from the time when they are commenced by application for leave to appeal or by notice of appeal until the proceedings are ended by judgment or withdrawn.
- (4) A member alleging that a matter is *sub-judice* shall provide justification to show that sub rules (2) and (3) are applicable.

(5) The Speaker shall make a ruling as to whether a matter is *sub-judice* or not before debate or investigations can continue.

#### **74. Scope of debate**

(1) Debate upon a Motion or amendment to a Motion or upon a 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.

### **75. 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 House.

### **76. 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.

### **77. Speaker not to participate in debate**

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

### **78. Interruption of debate**

(1) Debate may be interrupted—

- (a) by a matter of privilege suddenly arising;
- (b) by a point of order being raised;
- (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 point of order, the Member holding the floor shall immediately resume his or her seat.

(3) Where the point of procedure or point of order has been raised under sub rule (2), no other Member shall, except with leave of the Speaker, rise until the Speaker has decided on 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 privilege;
- (b) points of procedure;
- (c) points of order;
- (d) points of information, elucidation or clarification.

(8) A member who stands up to interrupt debate on a point of privilege, procedure, order, information or clarification shall not depart from that point.

**79. Motion that a Member no longer be heard**

If a Member persists in irrelevancy 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, a Member may, with the consent of the Speaker, move



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

## **80. 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 a 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) A Member may not, during debate, refer to a matter in a Committee report until such a report has been tabled in the House.

## **81. Motion for 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 a 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 XIII**

## **BEHAVIOUR OF MEMBERS DURING DEBATE**

### **82. Dress Code**

(1) A Member shall dress in a dignified manner stipulated as follows—

- (a) For male Members;
  - (i) a suit, shirt and tie;
  - (ii) a pair of long trousers with a jacket;
  - (iii) a kanzu and jacket;
  - (iv) a safari suit;

- (v) decent traditional wear; or
  - (vi) military attire for Members of the Armed Forces.
- (b) For female Members;
- (i) a suit;
  - (ii) dress or dress with jacket;
  - (iii) blouse and skirt or blouse and skirt with jacket;
  - (iv) decent traditional wear; or
  - (v) military attire for Members of the Armed Forces.

(2) A Member shall put on dignified shoes, save that a Member may, with leave of the Speaker, put on foot wear which may not necessarily be described as shoes.

### **83. Behaviour of Members in the House**

- (1) During a sitting—
- (a) a Member shall enter or leave the House with decorum;
  - (b) a Member shall not 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) a Member shall not, 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) a Member shall not bring into the House any camera, arms or weapon, tape recorder, transistor radio; and
- (h) a Member shall not clap in the House.

(2) Notwithstanding paragraph (g), a member may bring in specific electronic devices that cannot disrupt the proceedings of the House and also pass the security test of Parliament.

#### **84. Use of unparliamentary language**

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

#### **85. General behaviour**

The behaviour of a Member shall be guided by the Code of Conduct of Members prescribed in Appendix F.

### **PART XIV**

#### **ORDER IN THE HOUSE**

#### **86. Chair to be heard in silence**

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

#### **87. Decision of the Speaker or Chairperson**

(1) The Speaker or the Chairperson of a Committee shall be responsible for the observance of the rules or order in the House or Committee.

(2) The decision of the Speaker or Chairperson on any point shall not be open to appeal and shall not be reviewed by the House, except upon a substantive Motion made after notice.

## **88. Order in the House**

(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.

## **89. 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 88, 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. 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 a Committee to which he or she may have been appointed prior to his or her suspension and bar him or her from lodging questions or notices of motion.



**90. A Member suspended to withdraw from precincts**

A Member who is ordered to withdraw under sub rule (2) of rule 88 or who is suspended from the service of the House by virtue of sub rule (2) or (3) of rule 89 shall immediately withdraw from the precincts of the House until the end of the suspension period.

**91. 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.

**92. 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 XV  
VOTING IN THE HOUSE**

**93. 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) Notwithstanding sub rule (1), a member on leave of absence may appoint another member to vote on his or her behalf using the prescribed proxy Form in Appendix H.

(3) The proxy form shall be submitted to the Clerk within twelve hours before the commencement of the sitting to which it relates.

(4) 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.

#### **94. Declaration of personal interest in any matter before the House**

(1) A Member shall not take part in the discussion of any matter before the House or Committee, 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 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), a 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.

### **95. 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.

### **96. Voting in the House**

(1) Subject to rule 95, every member present in the House at the time of voting shall cast a vote.

(2) Voting in the House shall be by—

- (a) voice voting;
- (b) secret voting;
- (c) electronic voting;

- (d) division;
- (e) roll call and tally; or
- (f) voting by show of hands.

(3) The Speaker may, where necessary, designate a specific voting method for a member virtually present in the House, where the member is unable to vote through any of the voting methods specified under sub rule (2).

### **97. Voice Voting**

(1) Except where these Rules expressly provide otherwise, where a matter is to be put to vote, voice voting shall be the default method of voting.

(2) When a 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.

### **98. 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 Commissioner; and
- (c) on any matter where the House resolves that such matter be voted upon by secret ballot.

**99. Roll call and tally**

(1) Roll call and tally voting shall be held in the following circumstances—

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

(2) When the Speaker directs a roll call and tally voting to be taken, the bell shall be rung for five minutes.

(3) The names of the teller for the “Ayes” and the teller for the “Noes” shall be submitted to the Speaker and the Speaker shall direct the tellers to take seats at designated places.

(4) The Speaker shall then direct the doors to be locked and the bar drawn and no Member shall thereafter enter or leave the House until after the roll call vote has been taken.

(5) The Speaker shall put the question again and direct the Clerk to call out the names of Members in alphabetical order in the presence of the tellers.

(6) When called out, a Member shall, thereupon rise in his or her place and declare, or use a recognizable sign to assent, dissent or abstain to the question in the following manner; **“I vote Yes”**; or, **“I vote No”**; or, **“I Abstain”**, or use a recognized sign language.

(7) After the Clerk has read the last name on the list, the tellers shall present the result of the roll call vote to the Speaker who shall thereupon announce the result of the vote to the House.

(8) In case of confusion or error occurring in the course of a roll call and tally voting concerning the numbers or names recorded, which cannot otherwise be corrected, the Speaker shall direct the House to proceed to another roll call vote.

## **100. Electronic voting**

(1) Electronic voting shall be ordered by the Speaker where—

- (a) the House resolves that a matter be voted upon electronically; and
- (b) after the Speaker has announced the results of the voice voting, and immediately forty or more Members stand in their places signifying their disapproval of the outcome of the vote and in the opinion of the Speaker, he or she deems it fit that the matter be voted upon electronically.

(2) When electronic voting is to be taken in the House, the bell shall be rung for five minutes after which, the House shall proceed to vote.

(3) During electronic voting, a Member shall cast his or her vote by pressing either the “Yes”, “No” or “Abstain” button.

(4) As soon as the result of the voting appears on the indicator board, the Speaker shall declare the results of the votes cast forthwith.



(5) A member who is not able to cast his or her vote electronically, due to any reason considered justifiable by the Speaker, may before the declaration of the results by the Speaker, have his or her vote recorded verbally.

(6) Where a technical failure, confusion or error occurs in the course of electronic voting which in the opinion of the Speaker cannot otherwise be corrected, the Speaker may direct the House to another round of voting.

(7) Where the technical failure, confusion or error continues to occur in the course of electronic voting, the Speaker may direct the House to proceed to a division or any other manner of voting.

### **101. Division**

(1) A division may be ordered by the Speaker or Chairperson where—

- (a) a technical failure, confusion or an error has occurred in the course of electronic voting and electronic voting cannot proceed; or
- (b) the Speaker has announced the results of the voice voting, and immediately

forty or more Members stand in their places signifying their disapproval of the outcome of the vote.

(2) Where a division has been ordered, the lobbies shall be cleared for that purpose.

(3) The Speaker or 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 Members shall enter the lobbies by the rear doors and shall leave through the fore doors back to the Chamber.

(5) 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 a 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.

## **102. Division by Speaker**

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

### **103. Special consideration for Member with disability**

A Member who is incapacitated by physical infirmity or disability shall for the purpose of a division be counted and recorded in the House.

### **104. Voting in error**

If a Member states that he or she voted in error or that his or her vote was counted wrongly, the Member 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.

### **105. Equality of votes**

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

## **PART XVI VOTES OF CENSURE AND REMOVAL FROM OFFICE**

### **106. 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 Commissioner.

## **107. 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 Members of Parliament, indicating their intention to move 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 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 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 ten days referred to in sub rule (5), less than one third of 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.

(11) The Tribunal's investigations shall be carried out within a period of seven consecutive days.

(12) The President shall be entitled to appear in person or by a representative of his or her choice before the Tribunal.

(13) 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.

(14) The mover of the Motion shall be entitled to a closing speech at the end of the debate.

(15) 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.

(16) 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.

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

(18) 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.

(19) Within twenty-four hours of 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.

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

(21) If the Board finds that the President is still capable of performing the functions of the office of President, the Motion shall lapse.

(22) 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.

(23) 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.

(24) 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.

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

### **108. Procedure for removal of Speaker or Deputy Speaker**

(1) A Motion for a resolution for the removal of the Speaker or 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) Sub rules (3) to (8) of rule 107 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 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.

### **109. 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 ground 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, the ground and particulars supporting the ground 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 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 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 seventy-two 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 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.

## **110. Removal of a Commissioner**

(1) A Member of the Commission, other than the Speaker or the Leader of Government

business, Leader of the Opposition or the Minister of finance may be removed from office by Parliament for—

- (a) incompetence;
- (b) misconduct;
- (c) insanity; or
- (d) inability to perform the functions of his or her office arising from infirmity of body or mind.

(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 107 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 Commissioner shall be removed upon the vote of at least half of all voting Members of Parliament.

### **111. 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 XVII**

### **LEAVE OF ABSENCE**

#### **112. 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 a 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) The decision of the Speaker in sub rule (3) shall be in writing.

(5) 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.

(6) 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.

(7) 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.

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

(9) 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 may be represented by Counsel of his or her own choice.

(10) Where the Committee on Rules, Privileges and Discipline, upon investigation, finds the allegation referred to it against a Member under sub rule (8) proved, and the report of the Committee is tabled and debated in Parliament, the Member shall, on the basis of that finding, cease to be a Member under article 83 (1) (d) of the Constitution.

### **113. Leave of absence in Committees**

(1) Rule 112 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 Speaker shall suspend the Member from the Committee.

#### **114. 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, the 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 XVIII FORM, PUBLICATION AND INTRODUCTION OF BILLS**

#### **115. Form of Bills**

(1) A Bill shall bear at the head, a short title and along title describing the leading provisions of the Bill.

(2) To each clause in a Bill, there shall be, for ease of reference, annexed in the margin or at the top, a short indication of its contents.

(3) The provisions of a Bill shall be prefaced by the words of enactment provided under the Acts of Parliament Act, 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.

### **116. Subject matter of Bills**

(1) Matters with no proper relation to each other shall not be provided for in the same Bill.

(2) A Bill shall not contain anything foreign to what its long title imports.

### **117. Bills to be published in Gazette**

(1) A Bill shall be published in the Gazette.

(2) A Bill 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 the Minister or a Member introducing the Bill.

## **118. Certificate of financial implications**

(1) A Bill introduced in the House shall be accompanied by a certificate of financial implications issued by the Minister responsible for finance.

(2) The certificate of financial implications issued under sub rule (1) shall indicate the estimates of revenue and expenditure over the period of not less than two years after the coming into effect of the Bill when passed.

(3) In addition to the requirements under sub rule (2), the certificate of financial implications shall indicate the impact of the Bill on the economy.

(4) Notwithstanding sub rules (1), (2) and (3), a certificate of financial implication shall be deemed to have been issued after sixty days from the date of request for the certificate.

## **119. Urgent Bills**

(1) Where, upon the recommendation of the appropriate Committee of the House appointed for the purpose, the House determines 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.

**120. Bills to be delivered to Clerk for distribution to Members**

(1) On publication of a 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 Member's` Bill, the Clerk shall ensure the publication of the Bill in the Gazette and the distribution of copies, to all Members.



## **121. Private Members' Bills**

(1) A Member has a right to move a Private Member's Bill.

(2) A 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 Clerk to 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 122.

## **122. 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.

### **123. Bills introduced by Committees under rule 159**

(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 in the same manner as a Private Member's Bill.

### **124. 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;

- (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).

### **125. Bill to be read three times**

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

### **126. Prohibition of Bills promoting one-party state**

A Bill, Motion or amendment shall not 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.

## **127. Prohibition of Bills derogating from particular human rights and freedoms**

A Bill, Motion or amendment shall not 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 XIX PROGRESS OF BILLS**

### **FIRST READING**

#### **128. First Reading**

(1) At the time of introducing or presenting a Bill, 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 119 has been read the First Time without prior publication in the Gazette, the Bill shall be published within twenty-four hours or as soon as practicable after its being read.

### **129. 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 132, 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 scrutinize it together with the Bill.

(4) 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.

## **PART XX**

### **SECOND READING**

#### **130. Second Reading**

(1) Subject to this rule, the Vice-President, Minister or other Member in charge of a Bill shall move that the “Bill be 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 to the House the report of the Committee on the Bill.

(3) 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) A Motion for the suspension of sub rule (5) may contain a reference to more than one Bill, but a 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 Supplementary Appropriation Bill.

## **PART XXI**

### **BILLS IN COMMITTEE**

#### **131. 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 sub rule (1) shall take into consideration the interests of independent Members.

(3) A Motion for the committal of a Bill to a Select Committee under this rule—

- (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
- (d) may be proposed by any Member.

### **132. Functions of a Committee of the Whole House and Select Committee on a Bill**

(1) The Committee of the Whole House and the Select Committee to which a Bill is committed under this Part shall not discuss the principles of the Bill, but only its details.

(2) The Committee of the Whole House and the Select Committee may propose and accept proposed amendments to 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 Chairperson of the Committee of the Whole House and the Select Committee 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.

### **133. 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 25.

### **134. 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, do 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 58 and 61 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 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 stood over unless a decision has already been taken upon it.

(13) A clause that is stood over 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, with leave of the Committee of the Whole House, be withdrawn at the request of the mover, before the question has been put to 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, schedule or proposed new clause or new 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.

### **135. Procedure in Select Committee on a Bill**

(1) A Select Committee on a Bill shall be subject to the provisions of Part XXVI that are relevant to the Select Committee.

(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 Table at the time specified in rule 25 and the Speaker shall appoint the time for the consideration of the report.

## **PART XXII RECOMMITTAL AND THIRD READING OF A BILL**

### **136. 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.

### **137. 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 read a Third Time and do pass”.

(2) A Bill shall pass upon a Motion “That the Bill entitled ... do pass”.

### **138. Recommittal of Bill reported from Committee of the Whole House**

(1) If a Member desires to delete or amend any provision contained in a Bill as reported from the Committee of the Whole House, the Member 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) A notice of Motion for recommittal is not 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 131 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 of the Whole House shall go through the Bill as provided in rule 134.



(4) When the Bill has been recommitted in respect only of some particular clause, amendment or amendments, the Committee of the Whole House 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 the Whole House on 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 the Member in charge of the Bill shall report to the House and the House may then proceed to the Third Reading of the Bill.

### **139. 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 134 resolve itself into a Committee of the Whole House 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 rules (2) or (3) and (4) as the case may require, of rule 133 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.

#### **140. Withdrawal of Bills**

(1) A Member in charge of a Bill may, at any time, give notice that he or she wishes to withdraw the 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 XXIII**

### **DELAYS WITH BILLS**

#### **141. Delays with Bills**

(1) Subject to the Constitution, a Bill introduced in the House shall not be with the Committee for consideration for more than forty-five days.

(2) If a Committee finds itself unable to complete consideration of a 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.

#### **142. 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 30 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.

#### **143. Bills returned by President**

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

(2) The Speaker shall refer the Bill to the relevant Committee and the Committee shall consider the request of the President and report to the House within two weeks.

(3) The Minister, in the case of a Government Bill or a Member, in the case of a Private Member's Bill, shall move a Motion for reconsideration of the Bill by the House.

(4) Debate on a 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) Where the Motion for reconsideration is not carried, the request by the President shall be taken to have been considered and rejected and the Bill as originally passed by the House shall be presented to the President for assent.

(6) 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.

(7) Where all the amendments have been disposed of, the Minister in case of a Government Bill or a Member in case of a Private Member's Bill, may move that the Bill be passed again or passed as amended, as the case may be.

(8) Where the Bill is passed, it shall be presented to the President indicating whether it was passed with or without amendment.

(9) The Clerk shall certify on a Bill to be presented to the President under sub rule (5) and (8) the following—

“This Bill which was passed by the House and returned by Your Excellency the President for reconsideration has been considered and passed again [with or without amendment] by the House on the ..... day of.....20 ..... Dated.....day of..... 2.....”

(10) Where the President returns the same Bill twice under clause (3) of Article 91 of the Constitution, these rules shall, subject to the necessary modifications and to such other modifications as the Speaker may direct, apply.

## **PART XXIV**

### **THE ESTIMATES, BUDGET AND COMMITTEE OF SUPPLY**

#### **144. Submission of Budget Framework Paper and proposed annual budget**

(1) The President shall, not later than the 31st day of December in each financial year, cause

to be prepared and laid before Parliament, a budget framework paper of the following financial year.

(2) The Budget Framework Paper shall be accompanied by a Certificate of Gender and Equity responsiveness issued by the Minister responsible for finance.

#### **145. Consideration of the Budget Framework Paper**

(1) The Speaker shall commit the Budget Framework Paper to the Budget Committee for consideration and to a Sectoral Committee, the part of the Budget Framework Paper that falls within the jurisdiction of the respective Sectoral Committee.

(2) A Sectoral Committee shall consider, discuss and review the Budget Framework Paper committed to it under sub rule (1) and submit its report to the Budget Committee not later than the 20th day of January.

(3) The Budget Committee shall scrutinize the Budget Framework Paper and the reports under sub rule (2) and present a report to the House for approval, by the 1st day of February of each year.



## **146. Policy statements**

(1) Each Minister responsible for a vote, Ministry or the head responsible for a vote shall by the 15th day of March submit to Parliament a policy statement for the proceeding financial year, for the Ministry or vote.

(2) The policy statement made under sub rule (1) shall be in a form prescribed by the Minister responsible for Finance and shall contain the following—

- (a) the achievements of the vote for the previous financial year;
- (b) the annual and three months work plans and outcome, the objectives, outputs, targets and performance indicators of the work plans and outcomes;
- (c) the annual procurement plan of the vote;
- (d) the annual recruitment plan of the vote;
- (e) a statement of the actions taken by the vote to implement the recommendations of Parliament in respect to the report of the Auditor General of the preceding financial year;

- (f) the cash flow projections of the vote;
- (g) a certificate of gender and equity responsiveness;
- (h) a vehicle utilization report;
- (i) the asset register of the vote;
- (j) a report on the loan portfolio and utilization;
- (k) a statement on domestic arrears; and
- (l) lists of requests for access to information made by the public during the previous year indicating whether or not access was granted and the reasons for denial in accordance with the Access to Information Act, 2005.

(3) The policy statement submitted under sub rule (1) shall be committed to the relevant Sectoral Committee for scrutiny and report to plenary.

#### **147. Alternative policy statements**

Shadow Ministers may submit their alternative policy statements to Parliament by the 29th day of March every year.

#### **148. Submission of the proposed annual budget**

(1) The Minister shall, in accordance with section 13 of the Public Finance Management Act, 2015, on behalf of the President, present the proposed annual budget of a financial year to Parliament, by the 1st day of April of the preceding financial year.

(2) The Speaker shall commit the proposed annual budget to the Budget Committee of Parliament and to a Sectoral Committee of Parliament, the part of the annual budget that falls within the jurisdiction of that Sectoral Committee.

#### **149. Consideration of the reports on policy statements and the proposed annual budget**

(1) A Sectoral Committee shall consider and review Policy statements and budget estimates committed to it under Rule 148, including the budgets of public corporations and state enterprises that fall within their respective jurisdictions and present its report to the House, not later than the 20th day of April each financial year.

(2) The House shall consider the reports of the Sectoral Committee and refer the approved recommendations to the Budget Committee for reconciliation, harmonisation and consolidation, not later than the 30th day of April each financial year.

(3) The Budget Committee shall present its report to the House, not later than the 15th day of May each financial year.

(4) The Committee of Supply shall consider and approve the estimates and expenditure, not later than the 20th day of May each financial year.

### **150. Consideration of Bills operationalising the collection of taxes**

Parliament shall, before proceeding to the Committee of Supply, consider the Bills operationalising the collection of taxes.

### **151. 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 or supplementary estimates.

(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.

(5) On resumption of debate on the Motion, the Speaker shall give the first opportunity to contribute to the Shadow Minister of finance to respond to the Motion, followed by the Chairperson of the Committee on the Budget, before the debate.

(6) The House shall consider the annual estimates either on a Motion moved under paragraph (b) of sub rule (2) or in the Committee of Supply not later than the 20th day of May each financial year.

## **152. Consideration of the Appropriation Bill**

(1) The Budget Committee shall scrutinise the Appropriation Bill to ensure that the Schedule thereto contains the allocations as appropriated by the Committee of Supply.

(2) The Committee shall present its report, not later than the 30th day of May each financial year.

## **153. Consideration of Supplementary Estimates**

(1) The Minister responsible for finance shall, in accordance to Article 156 (2) of the Constitution and Section 25 of the Public Finance Management Act, 2015 present before Parliament, supplementary estimates on behalf of the President.

(2) The supplementary estimates presented in sub rule (1) shall clearly spell out the source of funding for the supplementary expenditure request for each vote.

(3) The Speaker shall commit the proposed supplementary estimates to the Budget Committee and to each Sectoral Committee, the part of the supplementary that falls within the jurisdiction of the respective Sectoral Committee.

(4) The Sectoral Committee shall report back to the Budget Committee within fourteen days.

(5) The Budget Committee shall then present the report on the Supplementary Budget request to the House.

**154. Rules governing Committee of Supply when considering annual or supplementary estimates**

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

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

(a) a 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 or 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) notwithstanding the rules relating to Motions, any Member may ask for information relating to the details of any vote;



- (h) 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.

### **155. Consideration of Loans and Guarantees**

(1) The Minister responsible for finance shall in accordance with Article 159 of the Constitution and sections 36 and 39 of the Public Finance Management Act, 2015, present to Parliament the proposed loan or guarantee request for approval.

(2) The Speaker shall commit the proposed loan or guarantee request to the Committee on National Economy and to the relevant Sectoral Committee, under which the subject matter of the request falls.

(3) The relevant Sectoral Committee shall report to the Committee on National Economy within 14 days for consideration.

(4) The Committee on National Economy shall present the report on the loan or guarantee request to the House.

(5) With exception of loans raised through issuance of securities, any loan request submitted before Parliament for approval shall be accompanied by the following documents—

- (a) draft financing agreement;
- (b) list of financing options considered when identifying the creditor;
- (c) loan disbursement and repayment schedule; and
- (d) a letter from National Planning Authority clearing the project or expenditure.

(6) Where a loan is raised through issuance of securities, the documents under sub rule (5) (b) to (d) shall apply.

(7) Where a loan is a project specific loan, the following documents shall, in addition to the documents required under sub rule (5), accompany the loan request—

- (a) social-economic impact assessment report;
- (b) performance report for all the projects being implemented by the sector;
- (c) evidence of consistence with NDP and Sector strategy;
- (d) evidence of availability of counterpart funds in the budget;
- (e) Project Appraisal Document;
- (f) procurement Plan;
- (g) project implementation plan;
- (h) project management structure (PMUs and PIUs);
- (i) resettlement Action Plan, where applicable;
- (j) Environmental Impact Assessment report, where applicable;
- (k) performance of past loans; and
- (l) any other necessary document.

**PART XXV**  
**COMMITTEES OF PARLIAMENT**

**156. Committees of Parliament**

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

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

**A—GENERAL PROVISION ON COMMITTEES**

**157. Standing Committees and Sectoral Committees**

(1) The House shall have Standing and Sectoral Committees as provided for in this Part.

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

(3) Except as provided by these Rules in respect to the Business Committee, Appointments Committee, and the Budget Committee, a Member shall not belong to more than two Committees.

(4) The Speaker shall ensure that at least 40% of the leadership of the Committees of Parliament are women.

### **158. Standing Committees**

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

- (a) the Committee on Public Accounts (Central Government);
- (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 Government Assurance and Implementation Committee;

- (i) the Committee on Public Accounts (Commissions, Statutory Authorities and State Enterprises);
- (j) the Committee on Public Accounts (Local Governments);
- (k) the Committee on HIV/AIDS and related matters;
- (m) the Committee on Human Rights; and
- (n) the Committee on Climate Change.

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

### **159. General Functions of Committees of Parliament**

The functions of Committees of Parliament 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 the Committee's area of competence;

- (c) to assess and evaluate activities of Government and other bodies;
- (e) to carry out relevant research in their respective fields;
- (f) to report to Parliament on their functions; and
- (f) to carry out any other function as the House may assign from time to time.

#### **160. 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 their Whips, membership to Committees on the basis of Party representation in the House.

(3) Unless otherwise provided in these Rules and as 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) Notwithstanding sub rule (6), the Standing Committees on Public Accounts (Central Government), Public Accounts (Local Government), Public Accounts (Commissions, Statutory Authorities and State Enterprises), and Government Assurances and Implementation 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.



### **161. Membership of Standing Committees**

Subject to these Rules, each Standing Committee, apart from the Business Committee, the Budget Committee and the Appointments Committee, shall comprise not less than fifteen Members and not more than thirty five Members selected in accordance with these Rules.

### **162. Vacancy on Standing Committees**

Where a vacancy occurs in a Standing Committee, the Clerk shall notify the Speaker, who shall, in consultation with Party Whips and Independent Members, fill the vacancy within one month of the occurrence of the vacancy.

## **B – SPECIFIC FUNCTIONS OF STANDING COMMITTEES.**

### **163. Composition of Committee on Appointments**

The Committee on Appointments shall comprise thirty 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.

## **164. Chairperson of Committee on Appointments**

(1) The Speaker shall be the Chairperson of the Committee on Appointments.

(2) The person presiding over a meeting of the Committee on Appointments shall neither have an original nor a casting vote.

## **165. Meetings of Committee on Appointments**

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

(2) The Proceedings of the Committee on Appointments shall be closed.

## **166. Quorum of Committee on Appointments**

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

## **167. 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 on Appointments 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.

### **168. Submission of names to the Committee on Appointments**

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

(2) The Chairperson of the Committee on Appointments 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 on Appointments 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 on Appointments 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 on Appointments 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 on Appointments for approval, shall be given an opportunity to answer before the Committee to any adverse statements made against him or her and shall be availed all necessary documents for that purpose.

### **169. Nominations not approved**

(1) The approval by the Committee on Appointments 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 on Appointments shall act expeditiously and shall, within fifteen days after receipt of the nomination, take an appropriate decision on a nomination submitted to it.

(3) Where, upon consideration of a nomination, the Committee on Appointments 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 that the Committee is unable to take a decision and the reasons for it.

### **170. Committee on Appointments to Report to the House**

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

### **171. 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.

## **172. 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.

## **173. Composition and Functions of the Committee on Budget**

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

(2) A Chairperson of a Standing or Sectoral Committee shall be an *ex-officio* Member of the Budget Committee.

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

- (a) examine and recommend to Parliament for approval of the Charter of Fiscal Responsibility;
- (b) consider and recommend on any requests by the minister for deviations from the Charter of Fiscal Responsibility;
- (c) consider the Appropriation Bill based on the decisions of the Committee of Supply;
- (c) examine the Budget Framework Paper and report to the House;
- (e) scrutinise the proposed annual budget and harmonise recommendations of the House on the reports of the Sectoral Committees on Ministerial Policy Statements;
- (f) scrutinize and advise Parliament on the certificate of compliance of the annual budget to the National Development Plan and the Certificate on Gender and Equity Responsiveness under sections 13 of the Public Finance Management Act, 2015;

- (g) review proposals, monitor operations and report on the Contingencies Fund;
- (h) review and advise Parliament on the reports submitted by the Minister to Parliament on fiscal performance and the economy as provided for under section 18 of the Public Finance Management Act, 2015;
- (i) scrutinize the annual performance of the multi-year commitments report;
- (j) scrutinize and advise Parliament on the budgets of public corporations and state enterprises submitted under section 13(11) (f) of the Public Finance Management Act, 2015;
- (k) consider the annual budget, compile amendments and report to the House; and
- (l) carry out such other functions relating to the annual budget as may be assigned to it by the House.



## **174. Composition and functions of the Committee on Public Accounts (Central Government)**

(1) The Committee on Public Accounts (Central Government) shall comprise not less than fifteen and not more than thirty five Members designated by Party Whips on basis of proportional party membership in the House taking into consideration the interests of independent members.

(2) The function of the Committee shall be to examine the audited accounts showing the appropriation of the sums granted by Parliament to meet the expenditure of the Central Government and the Judiciary.

(3) The Clerk shall receive the Auditor General's report submitted in accordance with clause (4) of Article 163 of the Constitution relating to the Central Government and the Judiciary.

(4) The Speaker shall cause the report to be laid before the House by a Commissioner, and the report shall be referred to the Committee on Public Accounts (Central Government).

(5) In scrutinizing the report of the Auditor General, the Committee shall satisfy itself that—

- (a) the monies appropriated by Parliament and disbursed were legally available for, and applicable to, the service or purpose to which they have been applied or charged;
- (b) the expenditure conforms to the authority which governs it;
- (c) re-appropriation has been made in accordance with the provisions of the rules of a competent authority; and
- (d) the intended value of the expended monies was attained.

(6) The Chairperson of the Committee shall table the report of the Committee before the House for purposes of debate, within six months of the referral of the report of the Auditor General to the Committee.

### **175. Functions of the Committee on Rules, Privileges and Discipline**

(1) The Committee on Rules, Privileges and Discipline shall, by order of the House—

- (a) 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) 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) 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) examine and advise the House on amendments proposed to these rules, by Members or other Committees of the House; and
- (e) carry out such other functions as are conferred by these Rules or assigned by the House.

(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 an affected party agrees 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.

### **176. Composition of Business Committee**

(1) The Business Committee shall comprise 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) Chairpersons of Committees.

(2) The Chairpersons of Committees shall be ex officio members with no right to vote.

(3) The Speaker shall preside over a sitting of the Business Committee and in his or her absence, the Deputy Speaker.

### **177. Functions of the Business Committee**

(1) It shall be the function of the Business Committee subject to rule 25, 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 time frame 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) A variation in the allocation of time order shall not 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 a Motion being moved.

### **178. Functions of the Committee on the National Economy**

(1) The Committee on the National Economy shall 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 the terms and conditions of the loan;
- (c) to assess annually the performance of loans and guarantees approved by Parliament;
- (d) to examine the annual state of indebtedness and management of Government debt, including the debt management performance assessment framework;

- (e) to examine loan guarantee requests and assess the performance of existing ones by Government;
- (f) to examine the report on grants received by Government; and
- (g) to explore means of improving the national economy.

**179. Functions of the Government Assurance and Implementation Committee**

(1) The Government Assurance and Implementation Committee shall—

- (a) record and scrutinise the assurances, promises and undertakings given by a Minister, Prime Minister, President, Vice-President in the House from time to time;
- (b) monitor and evaluate the fulfilment of government assurances; and
- (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.



(2) Where the time frame is not given by the Minister, the Government Assurance and Implementation Committee shall determine the category within which it falls and accordingly determine the time frame within which it ought to be implemented.

(3) For purposes of sub rule (2), the categories shall include—

- (a) emergency assurances;
- (b) short term assurances;
- (c) midterm assurances; or
- (d) long term assurances.

(3) The Chairperson of the Government Assurance and Implementation Committee shall present a report to the House on the status of the implementation and extent to which the assurances, promises and undertakings have been fulfilled, withdrawn or broken from time to time.

(4) The report submitted under sub rule (3) shall be debated by the House.

(5) The Leader of Government Business shall respond to the report and issues raised during the debate.

(6) The Committee shall submit to each Sectoral Committee, a list of government assurances that are pending fulfilment during consideration of the Budget Framework Paper.

(7) The Speaker shall allot time for members to raise specific Government undertakings and assurances made in their constituencies.

### **180. Withdrawal of assurance**

(1) A withdrawal of an assurance or undertaking shall be made to the Committee Government Assurance and Implementation which shall in turn report to the House.

(2) For purposes of this rule, an assurance shall mean any undertaking or promise, made by a Minister, Prime Minister, President, or Vice President on the floor of the House.

### **181. Functions of the Committee on Public Accounts (Commissions, Statutory Authorities and State Enterprises)**

(1) The function of the Committee on Commissions, Statutory Authorities and State Enterprises is to examine the reports and audited accounts of Statutory Authorities, Corporations and Public Enterprises;

(2) The Clerk shall receive the Auditor General's report submitted in accordance with clause (4) of Article 163 of the Constitution relating to Commissions, Statutory Authorities and State Enterprises.

(3) The Speaker shall cause the report to be laid before the House by a Commissioner, and the report shall be referred to the Committee on Public Accounts (Commissions, Statutory Authorities and State Enterprises).

(4) The Committee shall, upon receipt of the Auditor General's report under sub rule (3), consider and examine the recommendations of the Auditor General on the audited accounts of the Commissions, Statutory Authorities and State Enterprises.

(5) The Chairperson of the Committee shall present the report of the Committee before the House for purposes of debate, within six months of the referral of the report of the Auditor General to the Committee.

## **182. Functions of the Committee on Public Accounts (Local Government)**

(1) The Minister responsible for local governments shall, in accordance with section 88 (8)

of the Local Governments Act, Cap. 243 lay before Parliament, reports of the local government public accounts committees on the examination of the reports of the Auditor General, chief internal auditor and any reports of commissions of inquiry.

(2) The report submitted by the Minister shall be referred to the Committee on Public Accounts (Local Governments).

(3) The Clerk shall receive the Auditor General's report submitted in accordance with clause (4) of Article 163 of the Constitution relating to local government accounts.

(4) The Speaker shall cause the report to be laid in the House by a Commissioner, and the report shall be referred to the Committee on Public Accounts (Local Governments).

(5) The Committee shall, upon receipt of the Auditor General's report under sub rule (3) and the reports submitted under sub rule (1), consider and examine the recommendations of the Auditor General and the report of the local government public accounts committees.

(6) The Chairperson of the Committee shall present the report of the Committee before the House for purposes of debate, within six months of the referral of the report of the Auditor General to the Committee.

### **183. Functions of the Committee on Equal Opportunities**

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

(2) The Committee on Equal Opportunities 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) carry out or cause to be carried 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 on Equal Opportunities shall act with a view to realizing 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 on Equal Opportunities shall report to the House at least twice a year.

**184. Functions of the Committee on Human Immuno-deficiency Virus/Acquired Immune Deficiency Syndrome (HIV/AIDS)**

- (1) The Committee on HIV/AIDS shall—
- (a) coordinate HIV/AIDS activities of Parliament and provide a link between Parliament with the Uganda Aids Commission and the Ministry responsible for health, in combating the epidemic in Uganda;
  - (b) scrutinise the HIV/AIDS policies, monitor and evaluate strategies and activities of government, local government and other bodies aimed at HIV/AIDS prevention, care, treatment and psycho- social support of infected and affected persons;
  - (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 on HIV/AIDS shall report to Parliament at least twice a year.

### **185. Functions of the Committee on Human Rights**

(1) The Committee on Human Rights shall have the following functions—

- (a) to track and report on human rights concerns in every business handled by Parliament;
- (b) to monitor Government compliance with national and international human rights instruments to which Uganda is a party and follow up on Government periodic reports to international human rights monitoring bodies;
- (c) examine the recommendations in the Uganda Human Rights Commission reports and ensure that Government is held accountable in this regard;
- (d) to inquire into any matter relating to human rights in Uganda; and



- (e) carry on such other functions relating to human rights as may be assigned to it by Parliament under these Rules or any other law in force.

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

### **186. Functions of the Committee on Climate Change**

(1) The Committee on Climate Change shall provide oversight on the responsiveness of Government to matters of climate change, its mitigation and adaptation.

(2) The Committee shall in the performance of its functions under sub rule (1)—

- (a) scrutinize all Bills presented before Parliament in relation to climate change mitigation and adaptation;
- (b) coordinate parliamentary activities related to climate change;
- (c) make recommendations to Parliament on legal and institutional mechanisms to address climate change;

- (d) supervise implementation of climate smart practices in public and private sectors;
- (e) monitor technological transfers in order to mitigate effects on the environment;
- (f) make recommendations to Parliament on how to mitigate the effects and impact of climate change; and
- (g) provide a link between Parliament and other institutions in mitigating the effects and impacts of climate change.

(3) The Committee shall report to Parliament at least twice every session.

## **C- PROVISIONS RELATING TO SECTORAL COMMITTEES**

### **187. Sectoral Committees**

(1) There shall be Sectoral 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 Sectoral Committees shall be on the following sectors—

- (a) Agriculture, Animal Industry and Fisheries;
- (b) Tourism, Trade, and Industry;
- (c) Health;
- (d) Education and Sports;
- (e) Gender, Labour and Social Development including equal opportunities and interest groups;
- (f) Physical Infrastructure covering—
  - (i) Lands;
  - (ii) Housing;
  - (iii) Urban development;
  - (iv) Works and Transport; and
  - (v) Physical Planning.
- (g) 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;
- (h) Public Service and Local Government;
- (i) Environment and Natural Resources including—
  - (i) Energy;
  - (ii) Water;
  - (iii) Minerals and Petroleum; and
  - (iv) Environment;
- (j) 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;
  - (vi) External Security Organization;

- (vii) Directorate of Ethics and integrity;
  - (viii) Uganda Aids Commission; and
  - (ix) Kampala Capital City Authority.
- (k) Foreign Affairs covering—
- (i) Missions Abroad; and
  - (ii) Bilateral, Multi-lateral and Inter-Governmental Relations;
- (l) Defence and Internal affairs covering—
- (i) Ministry of Defence,
  - (ii) Ministry of Internal Affairs;
  - (iii) Uganda Police Force, and
  - (iv) Uganda Prisons Service,
- (m) Finance, Planning and Economic Development covering—
- (i) Ministry of Finance, Planning and Economic Development and its agencies; and
  - (ii) Office of the Auditor General
- (n) Information, Communication Technology and National Guidance;

- (o) East African Community Affairs;
- (p) Science, Technology and Innovation.

### **188. Composition of Sectoral Committees**

(1) A Sectoral Committee shall consist of not less than fifteen Members and not more than thirty Members selected from among Members of Parliament.

(2) In the selection of Members of Sectoral 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 Sectoral 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.

### **189. Functions of Sectoral Committees**

Sectoral 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 Ministries and sectors and to make appropriate recommendations on them;

- (c) to examine Bills referred to the Sectoral Committee by the House;
- (d) to examine Government recurrent and capital budget estimates and make recommendations on them for general debate in the House;
- (e) to monitor the performance of Ministries, Departments and Agencies;
- (f) to monitor Government compliance with approved plans and programmes; and
- (g) to monitor the progress on implementation of the sustainable development goals made by the sectors that fall within their jurisdiction.

## **PART XXVI**

### **SELECT COMMITTEES**

#### **190. Select Committees**

(1) The House may, at any time upon a Motion moved after notice given, appoint a Select Committee to investigate a particular matter.



(2) A Select Committee shall comprise 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 in the House.

(3) The Speaker shall, in consultation with the Government Chief Whip and the Chief Opposition Whip, appoint members and the Chairpersons of the Select Committee.

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

(5) Where 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.

## **PART XXVII**

### **AD HOC COMMITTEES**

#### **191. Ad Hoc Committees**

The House may at any time, on the advice 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 Sectoral Committee or that has not been dealt with by a Select Committee.

## **PART XXVIII OPERATION OF COMMITTEES GENERALLY**

### **192. Application of this Part**

This Part applies to Committees generally unless express provision is made to the contrary in these Rules.

### **193. 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 88.

### **194. Chairpersons of Committees**

(1) A Member shall not chair more than one Committee of the House or be a Chairperson or Deputy Chairperson at the same time.

(2) A Commissioner shall not be a Chairperson or Deputy Chairperson of any Committee.

(3) Sub rule (1) shall not apply to the Speaker and Deputy Speaker.

### **195. Removal of Chairperson or Deputy 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 Chairperson.

(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 until the removal proceedings have been concluded in his or her favour.

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

(7) The party Whip or the Speaker as the case may be, shall designate another Chairperson or Deputy Chairperson within seven days after the removal of a Chairperson or Deputy Chairperson.

### **196. Re-designation of a Chairperson**

A Chairperson or Deputy Chairperson of a Committee may be re-designated at any time of their tenure by the relevant Whip, with the approval of the House.

### **197. 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 the purpose 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.

### **198. 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 Clerk Assistant.

## **199. Instructions to Committees**

(1) 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.

(2) Subject to sub rule (4), instruction to a Committee may empower a Committee to consider matters not otherwise referred to it.

(3) Instruction shall not 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.

(4) 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.

## **200. Duration of Committee**

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

## **201. Decisions by the Committee**

(1) A decision of a Committee shall be arrived at by consensus and in the absence of a consensus, a decision 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.

## **202. Sub-committees of Committees**

A 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.

## **203. 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) A meeting of the Committee shall be held at such a time and place 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) A meeting 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 may, in his or her opinion, enable Members of the Committee to vote in the division.

(7) A Member may attend a meeting of a committee of Parliament through a designated digital platform.



(8) Rules governing the participation of Members in proceedings of Parliament outside the Chamber of Parliament through a designated digital platform shall, with necessary modifications, apply to the participation of Members in a meeting of a Committee through a designated digital platform.

#### **204. Report to be signed by Chairperson and Members**

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

(2) Members of the Committee making the report shall be collectively responsible for decisions contained in the report and shall not debate the report on the floor of the House.

(3) In case of a complaint as to the authenticity of a report, the Speaker shall halt debate on the report and refer the matter to the Clerk for investigation who shall report back to the Speaker before the next sitting of the House.

(4) Upon receiving the report from the Clerk, the Speaker shall inform the House of the findings and a decision will be taken on both the complaint and the report.

(5) The report of a Committee on a Bill shall—

(a) be uploaded on the parliamentary information system for the information of Members before it is laid on Table; and

(b) only be debated after the expiry of at least three days from the day it was laid on Table by the Chairperson or the Deputy Chairperson or a Member nominated by the Committee or by the Speaker.

(6) Notwithstanding sub rule (5), debate on the report may, in the discretion of the Speaker, ensue—

(a) if three or more days have elapsed since the report of the Committee was uploaded on the parliamentary information system and a notification of the existence of the report sent out to all Members by the Clerk; and

(b) after it has been laid on Table by the Chairperson or the Deputy Chairperson or

a Member nominated by the Committee or by the Speaker.

(7) Any Member's initial or signature appended to the report shall not be withdrawn.

(8) The Chairperson or a Member of the Committee may move in the House that the report from the Committee be adopted.

(9) The report of the Committee shall form part of the record of the House.

## **205. Minority Report**

(1) A 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 or Members 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.

(3) In preparing a minority report, a Member shall be afforded reasonable assistance by the Office of the Clerk.

## **206. Only Members may vote**

(1) A 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.

## **207. 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.

## **208. 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 its 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; and
  - (iii) issuing a commission or request to examine witnesses abroad.
- (e) order for the arrest and confinement of a recalcitrant witness for purposes of investigation by a competent authority; or
- (f) cite any person for contempt of Parliament.

## **209. 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.

## **210. Counsel**

(1) A Committee shall have power to request the Attorney General to attend upon the Committee 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.

## **211. Evidence of witnesses**

(1) The evidence of a witness shall be recorded and a copy of the evidence may be sent to the witness, on request.

(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.

## **212. Examination on oath or affirmation**

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

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

(3) The oath or affirmation under this Rule is prescribed under Appendix I.

## **213. Expenses of witnesses before Committees**

(1) 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.

(2) For purposes of this rule, “witness” means a person who testifies before a Committee upon issuance of a summons by that Committee and does not include a person who appears before a committee to give evidence in his or her official capacity.

#### **214. Issue and service of summons**

(1) An order to attend or to produce documents before a Committee shall be notified by a summons signed by the Clerk to Parliament under the direction of the Speaker.

(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) Summons under this rule may be served by an officer of the House or a police officer.



## **215. Withdrawal of documents before Committees**

(1) A document received by a clerk to a Committee shall not be withdrawn or altered without the knowledge and approval of the Committee.

(2) A clerk to a Committee shall receive all documents on behalf of the Committee.

(3) A document received under sub rule (1) shall only be withdrawn or amended with the knowledge and approval of the Committee.

## **216. Publication of evidence before reports of Committees**

(1) A Committee shall have power to authorise the Clerk to Parliament to supply a copy of its report to an officer of a Government department, to a witness who has given evidence to a Committee, or to its Sub-committee as the Committee considers appropriate, to lobby journalists and to other representatives as the Committee deems fit, after the report has been laid on Table, but before then, a Member or any other person shall not publish such report.

(2) Evidence or a document received by a Committee shall not 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.

### **217. 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.

### **218. Time frame for Committees to report**

(1) Every Committee, except a Committee 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 further delay.

### **219. Minutes of Proceedings to accompany Committee reports**

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

### **220. Action Taken Reports**

A Minister shall submit to Parliament an action taken report detailing what actions have been taken by the relevant Ministry following the resolutions or recommendations of Parliament.

## **PART XXIX GENERAL**

### **221. Consideration of the Treasury Memoranda**

The Speaker shall after receiving the Treasury Memoranda, refer it to the Auditor General for auditing in accordance with the National Audit Act, 2008.

### **222. Reconsidering a decision of the House**

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

(2) Notwithstanding sub rule (1), the House may reconsider its decision upon a substantive Motion for the reconsideration, moved under notice of not less than fourteen days.

### **223. Ceremonial speeches and speeches by distinguished personalities**

(1) A ceremonial speech may be allowed by the Speaker but such speech shall be confined to commemorating a special event or occasion of death of a distinguished person.

(2) Distinguished persons from within or without the Nation may be allowed by the Speaker to address the House on any matter of importance.

### **224. Contempt of Parliament**

An act or omission which obstructs or impedes Parliament in the performance of its functions or which obstructs or impedes a Member or officer of Parliament in the discharge of his duties or affronts the dignity of Parliament or which tends either directly or indirectly to produce such a result shall be contempt of Parliament.

### **225. 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.

## **226. 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.

## **227. Records**

- (1) The Clerk shall—
  - (a) be responsible for making entries and records of Business 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.

## **228. Official Report**

(1) The Clerk shall be responsible for ensuring that all Parliamentary proceedings are reported word for word and that an official report of the proceedings 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.

## **229. Expunging from the official record**

Where the Speaker is of the opinion that the words that have been used in debate are defamatory, indecent, un-parliamentary or undignified, the Speaker shall order that such words be expunged from the official record of Parliament.

## **230. 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.

### **231. Broadcasting**

(1) The proceedings of the House shall be available for broadcast on radio and television during all hours of sitting except under circumstances determined otherwise by the House and as directed by the Speaker.

(2) Broadcast of the proceedings of the House shall maintain such standards of fairness as may be adopted by the House.

### **232. Custody and production of papers**

(1) A Paper laid before the House shall, upon production, be deposited with the Clerk who shall be responsible for its safe custody.

(2) A Paper shall be available for production before the House whenever required by a Member and shall be at all times open to the inspection of Members.

### **233. 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) A Member shall not bring a stranger into any part of the House reserved for Members while Parliament is sitting.

(5) A person shall not carry into the gallery a briefcase, firearm or any weapon.

(6) A person shall not 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.

(8) In accordance with the rules made under this Rule, a member of the press or media accredited to Parliament or any other press person may be admitted into the press gallery with an electronic device for recording and coverage purposes.



### **234. Business of Committee not to lapse on prorogation of the House**

(1) Business pending before a Committee shall not lapse only by reason of the prorogation of the House.

(2) A Committee which is unable to complete its work before the expiration of its term or before the prorogation of the House may report to the House that the committee has not been able to complete its work.

(3) A preliminary report, memorandum or note that the Committee may have taken shall be made available to the new committee.

### **235. Lapse or reinstatement of Parliamentary Business upon dissolution of the House**

(1) A Bill, Petition, Motion or other Business before the House or a Committee during a term of Parliament lapses upon dissolution of Parliament.

(2) Notwithstanding sub rule (1), a Bill, Petition, Motion or other Business before the House or any of its committees may be reinstated in the next Parliament by a resolution of Parliament.

(3) The reinstatement of a Bill, Petition, Motion or other Business before Parliament or a Committee shall be treated as a fresh reference to that Committee.

(4) The resolution of Parliament referred to in sub rule (2) shall be passed in the second sitting of the first session Parliament.

(5) Business reinstated shall be handled and completed in the first session of Parliament.

### **236. Assistance to Persons with Disabilities**

(1) 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—

- (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 take the oath of secrecy.

### **237. Withdrawal of Strangers**

(1) A Member may, without notice, at any time, for the purpose of enabling a 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, a 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 a stranger to withdraw and the doors of the Chamber of the House to be closed.

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

### **238. 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.

### **239. Employment of Members in professional capacity**

A Member shall not appear before the House or a 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.

### **240. General application of rules to digital parliamentary processes.**

(1) Except where these Rules provide otherwise, the rules shall apply to all digital parliamentary processes online and to a member virtually present in the House or Committee.

(2) A requirement for written notice to the Speaker or Clerk under these Rules, may be satisfied by a Member submitting the notice by email to

speaker@parliament.go.ug, clerk@parliament.go.ug or to any other digital platform designated by the Speaker.

(3) A document relating to a Committee meeting and sitting of the House may be distributed by electronic means to which a Member has access.

(4) For the avoidance of doubt, the rules relating to the participation of a Member in the proceedings of Parliament outside the Chamber of Parliament through a designated digital platform shall only take effect upon a proclamation made by the Speaker.

#### **241. Publication of the Rules of Procedure of Parliament**

The Speaker shall, as soon as practicable, cause the publication of these Rules in the Gazette.

## **APPENDICES**

### **APPENDIX A**

#### **Rule 2, 25**

#### **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 12 (2)**

#### **RULES OF PROCEDURE FOR THE 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 East African Legislative Assembly Rules.

##### **2. Interpretation**

(1) In these Rules, unless the context otherwise requires, and subject to sub rule (2) all Parliamentary words and expressions used shall have the same meaning assigned to them in the Rules of Procedure of Parliament.

(2) In these Rules, unless the context otherwise requires—

“Assembly” means the East African Legislative Assembly established by the Treaty”;

“Candidate” means a person who is nominated to stand for election to the Assembly;

“Committee” means the verification committee created under rule 8 of these Rules;

“Election” includes the process of nomination and voting of candidates to the Assembly”

“Nomination” means nomination as a candidate to stand for election to the Assembly.

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

“Treaty” means the Treaty for the establishment of the East African Community.

## **PART II**

### **3. Appointment of nomination day etc.**

(1) The Clerk shall issue a notice in the Gazette and the mass-media appointing two days during which the nomination of candidates shall take place.



(2) The notice issued under sub rule (1) shall indicate the place, date and time fixed for the nomination of candidates.

#### **4. Nomination of candidates under party ticket**

(1) A political party represented in Parliament may nominate candidates for election to the Assembly in the format prescribed in schedule 1.

(2) The nomination of candidates under sub rule (1) shall represent as much as it is feasible, gender and other special interest groups.

(3) A party nominating a candidate under sub rule (1), shall tender the nomination in writing to the Clerk indicating the following—

- (a) a statement under oath in the format prescribed in schedule 1 specifying the name, educational qualifications, address and occupation of the candidate;
- (b) a statement under oath in the format prescribed in schedule 3 by the candidate stating that the candidate—

- (i) is a citizen of Uganda;
  - (ii) qualifies to be elected a Member of Parliament;
  - (iii) is not a Member of Parliament;
  - (iv) is not holding office as a Minister;
  - (v) is not an officer in the service of the East African Community;
  - (vi) has proven experience or interest in consolidating and furthering the aims and the objectives of the Community;
- (c) The Secretary General of a party or a person authorised by him or her nominating a candidate under this rule shall endorse and seal the nomination form of the candidate.

**5. Nomination of Candidates independent of a political party or organization.**

A person intending to stand for election to the Assembly independent of a political party or organization shall submit—

- (a) his or her duly filled nomination form in the format prescribed in schedule 2 to the Clerk—
- (b) a statement specifying the name, educational qualifications, address and occupation of the candidate;
- (c) a statement in compliance with rule 4 (3) (b).

## **6. Signatures supporting nominations**

(1) All nomination forms shall include the names, signatures and constituency of not less than five Members of Parliament supporting the nomination of the candidate.

(2) A Member of Parliament shall not nominate more than nine candidates for election to the Assembly.

(3) Where a Member nominates more than nine candidates, the Member shall be cited for contempt of Parliament in accordance with Rule 224 and referred to the Committee on Rules, Privileges and Discipline.

(4) The tenth candidate and subsequent candidates nominated by the Members shall be granted three working days to find an alternative member to nominate them.

## **7. Payment of nomination fee**

A candidate is required to pay a nomination fee of Uganda Shillings three million.

## **8. Withdrawal or Death of a Candidate**

(1) Subject to sub rules (2), (3) and (4), a duly nominated candidate for election may withdraw his or her nomination at any time 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 by the Secretary General of the Party which nominated him or her where a candidate was nominated by a political party.

(3) Where a nominee withdraws before or on the Election Day, the Speaker shall inform the Members of the withdrawal.

(4) Where a nominee withdraws or dies before the election, the speaker shall inform the House and the Clerk shall re-open nominations to enable a new candidate to be nominated.

(5) The fresh nomination shall only be open to a person belonging to a political party, gender, shades of opinion or other interest groups to which the deceased nominee belonged.

(6) The Party or the chairperson of the verification committee, as the case may be which nominated or approved a nominee who dies or withdraws from the elections shall nominate another person.

## **9. Verification Committee**

(1) There shall be a verification committee consisting of twenty members of Parliament nominated by the Speaker with the approval of Parliament.

(2) The membership of the committee shall reflect the various political parties and organizations represented in Parliament, shades of opinion, gender and other special interest groups.

## **10. Forwarding nomination papers**

The Clerk shall receive and shall as soon as is practicable forward to the verification committee the documents referred to in rules 4 and 5.

## **11. Verification of nominees**

(1) The verification committee shall consider the nominees and all applicants independent of a political party or organization and shall ensure that the requirements of Article 50 of the Treaty are fulfilled.

(2) The list of nominees verified and found to have satisfied the requirements of rule 4 and 5 shall be published in the mass media and shall be displayed on all notice boards of Parliament.

(3) The Chairperson of the verification committee or any other authorized Member of the verification committee shall submit the names of the successfully nominated candidates to the Clerk to Parliament.

## **12. Successfully verified nominees**

The chairperson of the verification committee or any other authorized member of the committee, shall, upon satisfaction that the requirements of

rules 4 and 5 have been met, submit the names of the successfully nominated candidates to the Clerk to Parliament.

### **13. Campaign and Voting**

(1) A person duly verified and nominated in Parliament shall be given at least seven minutes by the Speaker to address Parliament.

(2) Voting of the members of the Assembly shall be done in the plenary by secret ballot.

(3) The Clerk shall ensure that the relevant materials for voting are in place.

(4) The ballot paper to be used in the election shall be in the form prescribed in schedule 4.

### **14. Compliance with Article 50 (1) of the EAC Treaty**

The Speaker shall ensure that the Members elected under Rule 12, in as much as it is feasible, represent the various political parties represented in Parliament, shades of opinion, gender and other special interest groups in Uganda.

## **15. Declaration of elected members**

(1) The Speaker shall announce to the House the results of the election conducted under Rule 12 of the Rules of Procedure in accordance with Article 50 of the EAC Treaty.

(2) Upon announcing the results in (1), the Speaker shall proceed to declare the successful candidates as Uganda's representatives to the Assembly.

## **16. Publication in Gazette**

The Clerk shall as soon as practicable cause the publication in the Gazette of the names declared by the Speaker under rule 14.

## **17. 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.

## **18. Miscellaneous**

(1) Where any matter arises which is not specifically provided for in these rules, the Speaker shall make a ruling directing what is to be done in respect of that matter.



(2) In making a ruling under sub rule (1), the Speaker shall be guided by the practices and procedures normally followed in similar situations with regard to Parliamentary elections.

### **19. Amendment of rules**

These rules may be amended at any time by a resolution of Parliament on a Motion submitted to it by the Committee on Rules, Privileges and Discipline.

## **SCHEDULE 1**

### **Rule 4(1)**

#### **Nomination Form A**

I, \_\_\_\_\_ being the Secretary General/  
person authorised by the Secretary General of  
\_\_\_\_\_ Political Party/Organisation do  
nominate, on behalf of my Party the following  
person as a candidate for election as a Member of the  
East African Legislative Assembly and I do certify  
that to the best of my belief he/she is qualified to be  
elected as such—

#### **Oath Authenticating Statement**

I, \_\_\_\_\_, solemnly swear in the name of  
the Almighty God/solemnly affirm that the statement  
in this nomination paper of my name, age, address,  
occupation, address for service of process and papers  
and the name and address of my appointed agent are  
correct to the best of my knowledge and belief.

---

Signature

Before me \_\_\_\_\_ A commissioner for oaths/magistrate, chief registrar of the High Court (including deputy and district registrar) or other person authorised by law to administer oaths.

## **SCHEDULE 2**

### **Rule 5**

#### **Nomination Form B**

I, \_\_\_\_\_ being a person independent of a political party or organisation in Uganda do hereby present myself as a candidate for election as a Member of the East African Legislative Assembly and I do certify that to the best of my knowledge I am qualified to be elected as such and the following are my particulars—

We, the undersigned Members of Parliament support the nomination of \_\_\_\_\_ as a candidate for election as a Member of the East African Legislative Assembly.

#### **Oath Authenticating Statement**

I, \_\_\_\_\_, solemnly swear in the name of the Almighty God/solemnly affirm that the statement in this nomination paper of my name, age, address, occupation, address for service of process and papers and the name and

address of my appointed agent are correct to the best of my knowledge and belief.

---

Signature

Before me \_\_\_\_\_ A  
commissioner for oaths/magistrate, chief registrar  
of the High Court (including deputy and district  
registrar) or other person authorised by law to  
administer oaths.

## SCHEDULE 3

### Rule 4

#### Statement under Oath by person nominated

Statement under Oath by Person to be nominated as a Candidate for election to the East African Legislative Assembly.

I, \_\_\_\_\_, solemnly and sincerely state that—

1. I am a citizen of Uganda.
2. I am not below the age of eighteen years.
3. I am not a traditional or cultural leader (as defined in article 246(6) of the Constitution of Uganda).
4. I have proven experience or interest in consolidating and furthering the aims and objectives of the community evidence of which I attach to this statement.
5. I have the following educational qualifications for standing for East African Legislative Assembly election—

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_

6. I am not under sentence of death or other sentence of imprisonment exceeding nine months without the option of a fine, imposed on me by any competent court.

7. I have not been adjudged or otherwise declared—

- (a) bankrupt under any law in force in Uganda from which I have not been discharged; nor
- (b) to be of unsound mind, under any law in force in Uganda.

8. I am not disqualified—

- (a) by reason of being a Member of Parliament;
- (b) by reason of holding office as Minister;
- (c) by reason of being in the service of the East African Community as an officer;

- (d) for any other reason under the Treaty for the Establishment of the East African Community.

### **Consent to Nomination as a Candidate**

I consent to my nomination as candidate for \_\_\_\_\_ of the East African Legislative Assembly and I make this solemn statement knowing and believing it to be true.

Subscribed and solemnly declared by me at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
*Candidate*

Before me \_\_\_\_\_ A commissioner for oaths/magistrate, chief registrar of the High Court (including deputy and district registrar) or other person authorised by law to administer oaths.



**SCHEDULE 4**  
**BALLOT PAPER**

**Rule 12 (4)**

**NB:** Tick Nine (9)

## APPENDIX C

### Rule 12(3) and 13 (4)

#### **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 East African Community 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 for comments from the Committee. The House may whenever it deems fit, debate the comments of the Committee.

## APPENDIX D

### Rule 13 (2)

#### **RULES OF PROCEDURE FOR ELECTION OF MEMBERS OF THE PAN-AFRICAN PARLIAMENT**

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.

##### **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 30

#### 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 85

## 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 fulfill 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 Member 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 230

#### **RULES OF ELECTRONIC COVERAGE OF PARLIAMENTARY PROCEEDINGS**

##### **1. Objective**

The Clerk 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 Clerk 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 authorized 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 authorized 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, secondment of a motion by a member(s), 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 when the gallery

camera focuses on a Member who has just been called, moving a Motion 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 gallery camera shall focus on a member whenever he or she rises and this principle should be applied all the more strictly during incidents of disorder.

(5) 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.

(6) Medium-angle shots, including over-the-shoulder shots, are permissible where the gallery camera shows both the Member who has the floor and another Member intervening or seeking to do so.

(7) 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 subparagraph (1) occurs in such a way as to interfere with an otherwise permissible shot, the gallery camera shall show a wide-angle shot of the Chamber which does not show the offending incident, or focus on 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 gallery camera 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 gallery camera 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) Extracts of parliamentary proceedings may be used for information, education and news purposes.

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

# “APPENDIX H

**Rule 93(2)**

## PARLIAMENT OF UGANDA

### VOTING PROXY FORM

I .....  
member of Parliament representing.....  
do hereby appoint .....  
..... member of Parliament representing  
.....  
.....to Vote on my behalf on questions put to the  
following matters before the House:

.....  
.....  
.....  
.....

Dated this..... day of ..... 20.... by  
.....

.....  
SIGNATURE

## **Verification by the Clerk to Parliament**

This proxy was received on .....at .....  
hours. Mode of delivery .....

.....  
CLERK TO PARLIAMENT

# APPENDIX I

*Rule 212*

## OATH AND AFFIRMATION

### Part A- Oath

I .....do  
.....do  
solemnly swear that the evidence I shall give touching  
the matter before the Parliamentary Committee on  
..... shall be the truth,  
the whole truth and nothing but the truth.  
So help me God/Allah

Witness Signature .....

Sworn before.....

**For: CLERK TO PARLIAMENT**

Dated this.....day of.....,  
20.....

## Part B- Affirmation

I .....  
.....  
.....do solemnly affirm that the  
evidence I shall give touching the matter before  
the Parliamentary Committee .....  
shall be the truth, the whole truth and nothing but  
the truth.

Witness Signature.....

Sworn before.....

**For: CLERK TO PARLIAMENT**

Dated this.....day of....., 20.....

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