

# **RULES OF PROCEDURE FOR THE PARLIAMENT OF UGANDA**

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## **PART I PRELIMINARY**

### **Interpretation**

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

“arms” means firearms.

“Bill” means the draft of an Act of Parliament and includes both a private members’ Bill and a Government Bill;

“Chairperson” means a person presiding over a Committee of the House.

“division” means the division of members into the lobbies for the purpose of voting as described in rule 76 of these Rules;

“Clerk” means the Clerk to Parliament or the Deputy Clerk or any Clerk Assistant.

“Commission” means the Parliamentary Commission established under the Administration of Parliament Act, 1997; and Commissioner shall be interpreted accordingly;

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

“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;

“functions” includes powers and duties;

“House” means Parliament;

“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 the House; and includes any place which makes it possible to separate members voting for any motion from members voting against;

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

“Member” means a Member of Parliament;

“Minister” means a Minister of Government and includes the Prime Minister, Deputy Prime Minister and 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 192 of these Rules;

“ordered by Parliament or the House” or any expression of similar import, means ordered by a majority decision of the House;

“paper” means any document in any form that may be laid on the table;

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

“precincts of the House or Parliament” means the Chamber, the lobbies, the galleries and grounds of Parliament House and such other places as the Speaker may from time to time specify;

“question” except in respect of the 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;

“Sergeant-at-Arms” includes Deputy Sergeant at-Arms and any Assistant Sergeant at-Arms.

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

“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, the Speaker, a Minister, Minister of State, a Member, or an officer of the House;

“subcommittee” means sub-committee of a Committee of the House.

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

“Table” means the “Clerk’s Table”;

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

(2) In these Rules a reference to an ex-officio member of Parliament, means a person 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 meaning of the National Assembly (Powers and Privileges) Act subject to the provisions of Article 273 of the Constitution relating to any existing law or enactment replacing that Act.

### **Oath by member: Article 81(4) of the Constitution**

2. (1) Every member shall, before taking his or her seat formally in Parliament, take and subscribe in a manner prescribed by law, the Oath of Allegiance and the Oath of a Member of Parliament as specified in the Fourth Schedule to the Constitution.

(2) Except for purposes of taking the Oaths referred to in sub rule (1), no person shall sit or vote in Parliament before taking and subscribing those Oaths.

### **Language**

3. The Proceedings and debates of Parliament shall be in the English Language.

### **Election of Speaker: Article 82 of the Constitution**

4. (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 a Speaker if he or she is a Vice-President or a Minister.

(3) Subject to clause (4) of Article 81 of the Constitution, no business shall be transacted in Parliament other than an election to the office of Speaker at any time that the office is vacant.

(4) As provided by clause (5) of Article 82 of the Constitution, the Chief Justice or a Judge designated by the Chief Justice shall preside at an election of a Speaker.

(5) No person shall be proposed as a Speaker unless that person has given his or her consent to the nomination.

(6) Subject to sub-rule (10), of this rule, the election of a Speaker shall be by secret ballot.

(7) At an election of the Speaker the Chief Justice shall invite nominations from Members of Parliament present.

(8) A Member making a nomination shall move a motion that (Name).....do take the Chair of this Parliament "as Speaker" and shall give a brief statement of the background and qualifications of the nominee.

(9) Nomination shall be seconded without debate.

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

(11) Where more than one person are nominated the House shall proceed to elect a Speaker.

(12) When all nominations have been received, the Chief Justice shall announce that "the ballot will now be taken".

(13) Voting shall be in the following manner-

(a) first the Clerk shall ascertain the number of Members present;

(b) before voting commences, the Chief Justice shall cause to be produced one ballot box and cause to be demonstrated the fact that it is empty;

(c) the Chief Justice shall cause to be given to each member of Parliament present a ballot paper on which the member may record his or her vote by writing the name of the person for whom he or she wishes to vote and depositing it in the ballot box;

(d) after all members who wish to vote have voted, the Chief Justice shall, in full view of the Members present, cause the Clerk to empty the ballot box and immediately count the ballot papers contained in it;

(e) at the completion of counting, the Chief Justice shall announce the result of the voting specifying-

- (i) the total number of ballot papers contained in the ballot box;
  - (ii) the total number of Members who have abstained from voting;
  - (iii) the number of both spoiled and blank ballot papers, and
  - (iv) the number of votes obtained by each nominee;
  - (f) where two or more persons are nominated for the office of Speaker, the person who receives the majority of the votes of all members present and voting shall be declared Speaker, and if no person receives that majority, a second election shall be held between the two persons who obtained the highest number of votes.
  - (g) where at any ballot between two nominees the votes are equal, another ballot shall be held;
  - (h) where a second election has to be held under paragraph (f) and two or more persons receive equal votes in the second position there shall be a ballot to determine the person to stand in that second election and shall be repeated where there are ties until one person can be identified.
- (14) The person elected Speaker shall be conducted to the Chair.
- (15) As soon as possible after the election of the Speaker and before assuming the duties of the office of Speaker the person elected shall, in the manner prescribed by law, take and subscribe the Oath of Speaker specified in the Fourth Schedule to the Constitution as required by clause (10) of Article 82 of the Constitution.

### **Election and Functions of Deputy Speaker**

5. (1) The Deputy Speaker shall be elected by the Members of Parliament from among their number.
- (2) A person shall not be qualified to be elected Deputy Speaker if he or she is Vice- President or a Minister.
- (3) An election to the office of Deputy Speaker shall be held at the first sitting of Parliament after that office becomes vacant.
- (4) The Speaker shall preside at an election of the Deputy Speaker.
- (5) The rules prescribed for the election of a Speaker shall apply with necessary modifications, to the election of the Deputy Speaker.
- (6) The Deputy Speaker shall take the chair of the Speaker at any time when requested by the Speaker to do so during a sitting of the House and otherwise in the absence of the Speaker and carry out such other functions as the Speaker may assign or delegate.

### **Election of Commissioners**

6. (1) The three members of the Parliamentary Commission referred to under section 3 of the Administration of Parliament Act, 1997, shall be elected by the Members of Parliament from their number.

(2) A person shall not be qualified to be elected a Commissioner if he or she is Vice – President or a Minister.

(3) Election of the Parliamentary Commissioners shall be held at the fifth sitting of a new Parliament.

(4) The mode of election of Standing Committees under rule 127 shall apply to elections of the Parliamentary Commissioners with such modification as may be necessary.

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

7. (1) In case of any doubt these Rules may be interpreted by the Speaker.

(2) Any question of procedure not provided for in these Rules shall be decided by the Speaker whose decision shall be final.

(3) Interpretations of these rules and any decisions made under sub-rule (1) shall be compiled by the Clerk to form precedents to guide the House or Committees in subsequent meetings.

### **The East African Legislative Assembly**

8. (1) Members of the East African Legislative Assembly representing Uganda shall be elected in accordance with the rules set out in Appendix D.

(2) Members of the Assembly shall report to Parliament on the activities of the Assembly at least once in a year in accordance with the rules set out in Appendix E.

### **Suspension of rules**

9. (1) Any Member may, with the consent of the Speaker, move that any rule may be suspended in its application to a particular motion before the House and if the motion is carried, the rule in question shall be suspended.

(2) This rule shall not apply in respect to Rule 4, 5, 6, 8, and 75.

## **PART II MEETINGS, SITTINGS AND ADJOURNMENT OF THE HOUSE**

### **Meetings**

10.(1) Subject to these Rules, the House shall meet on such days and such place as the Speaker shall determine.

(2) Not less than fourteen days before the date of a meeting, the Clerk shall despatch a notice of the meeting to each Member.

(3) When the House has been adjourned by the Speaker to a specified date no further notice shall be necessary.

#### Emergency meetings

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

#### Commencement and Conclusion of sittings

12. (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 O'clock in the afternoon and 7.00 O'clock in the evening;

(4) Notwithstanding sub rule (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 that sub rule or on days other than those prescribed in sub rule (2).

(5) The Clerk shall notify all members of the time of all sittings.

#### Suspension of sittings and recall of the House from adjournment

13.(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.

#### Public holidays

14. The House shall ordinarily not sit on public holidays.

#### Sittings of the House

15. (1) Subject to these Rules, the sittings of the House and of its Committees shall be public.

(2) The Speaker may, with the approval of the House and having regard to the national security, order the House to move into closed sitting.

(3) When the House is in closed sitting no stranger shall be permitted to be present in the chamber, side lobbies or galleries.

(4) The Speaker may cause the proceedings and decisions of a closed sitting to be recorded or issued in such manner as he or she thinks proper.

(5) No person other than a Member or a person acting under the authority of the Speaker, shall keep a note or record of any proceedings or decisions of a closed sitting whether in part or in full.

(6) No person other than a person acting under the authority of the Speaker shall issue any report of, or purport to describe the proceedings or any decision of a closed sitting.

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

#### Quorum of Parliament: Article 88 of the Constitution

16. (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) of this rule 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 rang.

(4) If on the resumption of proceedings after the expiry of fifteen minutes, the number of members present is still less than the required quorum for voting, the Speaker shall proceed with other business or suspend the sitting or adjourn the House without



question put and in case of a Committee, the Chairperson shall adjourn the Committee.

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

### **PART III ORDER OF BUSINESS**

#### Order of business: Article 94(4) of the Constitution

17. (1) The Speaker shall determine the order of business of the House and shall give priority to Government business.

(2) Subject to sub rule (1), the business for each sitting as arranged by the Business Committee in consultation with the Speaker shall be set out in the Order Paper for each sitting and shall, whenever possible, be transacted in the following order-

- (a) Prayers, in the form prescribed in Appendix A to these Rules;
- (b) Administration of oaths;
- (c) Election of Speaker and Deputy Speaker;
- (d) Communication from the chair;
- (e) Addresses by the President;
- (f) Message from the President;
- (g) Addresses by distinguished personalities;
- (h) Bills-(First Reading);
- (i) Statements by Ministers;
- (j) Personal explanations;
- (k) Presentation of Petitions;
- (l) Presentation of Papers;
- (m) Presentation of Reports of Committees and Parliamentary delegations to conferences or meetings outside Parliament by laying them on the Table;
- (n) Questions to Ministers, the Commission and Committee Chairpersons;
- (o) 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 Rule 18;
- (p) Motions for introduction of Private Members' Bills;
- (q) Motions for the adjournment of the House on a definite matter of urgent public importance;
- (r) Half-hour motions;
- (s) Oral notices of Motion
- (t) Ceremonial Speeches;
- (u) Complaints on contempt of Parliament.

(3) By leave of the Speaker the order of business set out in the order paper may be altered on any particular day.

### Procedure of Government Business

18. (1) Government Business shall consist of public business in the name or in the charge of a Minister.

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

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

### Order of Business to be sent in advance to members

19. (1) The Clerk shall send to each member a copy of the Order of Business 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 one hour before the sitting.

(2) Subject to Rule 19(1), the Clerk shall send to each Member every Friday 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.

### Statement of business by Chairperson of Business Committee

20. Every Thursday the Chairperson of the Business Committee shall make a statement in the House of the business arranged for the succeeding week, but where the first week of a meeting commences on a day earlier than Thursday, he or she shall make a statement of the business arranged for the remainder of the week, if possible on the day of the commencement of the meeting.

### Allotment of time for Private Members' business

21. (1) Subject to any other Rule, the last two hours of a sitting on every Thursday shall be allotted to the transaction of Private Members' business and that business shall take precedence over Government business.

(2) If there is no sitting of the House on Thursday, the Speaker may direct that two hours on any other day in the week may be allotted for Private Members' business and that business shall take precedence over Government business.

## **PART IV PETITIONS**

### Petitions

22. (1) Subject to these Rules every application to Parliament shall be in the form of a petition, and every petition must be presented by a Member who shall be responsible for the observance of the rules contained in Appendix B to these Rules and to inform the House that the petition is properly worded.

(2) A petition not relating to a breach of the privileges of the House and which, according to the rules contained in Appendix B or usual practice of the House, shall on being received, be brought to the Table by the direction of the Speaker.

(3) In presenting a petition a Member shall confine himself or herself to a statement of the parties from whom it comes, the number of signatures attached to each of the material allegations and the requests contained in it.

(4) Any Member may move a motion that the petition be rejected on the ground that it is not properly and respectfully worded, or on any other ground and if the motion is duly seconded and carried, the petition shall be rejected.

(5) All petitions shall be laid upon the Table without question put and a petition may be ordered to be printed or, if relating to a matter other than a Bill before a Committee, may be referred to that Committee by the Speaker or on the request by the Member tabling the petition, for consideration and report.

(6) No action taken upon a petition under this rule shall prejudice the subsequent reference of the petition to a Select Committee on a Bill under rule 109.

(7) After consideration of a petition under this rule, the House may take any decision it considers appropriate and communicate its decision to the petitioner through the Office of the Speaker.

## **PART V PAPERS**

### **Presentation of Papers**

23. (1) A paper may be presented to the House only by the Speaker, the Chairperson of a Committee, a Member, the Commission, Vice President or a Minister.

(2) A Paper shall be presented to the House by tabling it during the sitting hours of the House.

### **Mode of Presentation of Papers**

24. (1) Sufficient copies of a paper to be tabled shall be made and distributed to members.

(2) As soon as the Clerk announces "Papers for Presentation" the paper shall be laid on the table without question put.

**(3) If so desired by the person presenting a paper a short explanatory statement may be made by him or her upon its presentation.**

**(4) Every paper presented to the House shall be recorded as so presented in the first issue of the Minutes thereafter.**

## **PART VI QUESTIONS TO MINISTERS AND OTHER MEMBERS**

### Ministers to Attend the House to Answer Questions

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

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

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

### Rota of questions

26. 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.

### Subject-matter of questions

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

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

### Questions to Chairpersons and the Commission

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

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

### Notice of urgent questions

29. (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. Questions without notice shall only be asked with the prior leave of the Speaker.

(2) Notice of a question shall be given by delivery of the written question to the Office of the Clerk at least three days (exclusive of any Saturday and Sunday or public holiday) before the day on which the sitting commences at which the Member proposes to ask the question.

(3) The Clerk shall ensure that the notice delivered to him or her under sub rule (2) of this rule is communicated to the person required to answer it as soon as is practicable from the date of delivery and the person asking the question shall be informed of the communication.

(4) The Speaker shall determine the admissibility of a question; in accordance with rule 31.

(5) If the Speaker is of the opinion that any question, of which a member has given notice to the Clerk or which a Member has sought leave to ask without notice, infringes any of the conditions set out in this rule, the Speaker may direct that it be printed or asked with such alterations as he or she shall direct, or that it be returned to the Member concerned as being inadmissible.

(6) Where the Speaker has refused to admit any question under this rule, the Member bringing the question is entitled to appeal, in writing to the Business Committee for a decision.

(7) There shall be a Question Record book to be kept by the Clerk, which shall be open for inspection by Members and in which shall be recorded-

- (a) all questions submitted by Members;
- (b) questions admitted by the Speaker and the time of their transmission to the person to answer the question;
- (c) questions not admitted and the reasons for their rejection;
- (d) answers given to the question, and the form of answer;
- (e) questions which have received no answers.

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

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

#### Order of oral questions to be determined by lot

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

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

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

(4) No question, other than an urgent question provided for under sub rule (1) of rule 29 submitted less than six days before the end of a Meeting shall be admitted for oral answers.

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

#### Conditions for admissibility of questions

31. Questions must comply with the following conditions-

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

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

(c) no question shall be asked which raises an issue already decided, or which has been answered substantially, during the current Session;

(d) a question shall not be asked regarding proceedings in a Committee which have not been tabled before the House by a report from the Committee;

(e) a question shall not solicit the expression of an opinion or the solution of an abstract legal case or a hypothetical proposition;

(f) a question shall not be asked as to the character or conduct of any person except in his or her official capacity;

(g) a question shall not refer to more than one subject and shall not be of excessive length;

(h) a question shall not be asked the answer to which is readily available in official publications;

(i) a question shall not be asked on the character or conduct of persons whose conduct may only be challenged on a substantive motion;

(j) a question shall not reflect on a decision of a court of law or be so drafted as to be likely to prejudice a case under trial;

(k) a supplementary question shall be subject to the same rules of order as an original question;

#### Manner of asking and answering questions

32. (1) At question time, the Speaker shall call successively each Member in whose name a question stands on the Order Paper;

(2) The Member called upon shall rise and read out the number assigned to the question standing in his or her name on the Order Paper.

(3) In the absence of the Member asking the question, any Member authorised by the Member may, with the Speaker's prior permission, read the number of the question on behalf of the absent Member.

(4) The answer to any question shall be printed and a copy of it supplied to the Member asking it, not less than fifteen minutes before the time fixed for the sitting at which the question is to be answered, and the answer shall be read by the Member to whom the question is addressed or by the Member acting for the Member to whom the question is addressed.

(5) 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.

(6) When any question has been asked and answered, no debate on it shall be permitted.

#### Supplementary questions

33. As soon as a question is answered in the House, any Member, beginning with the member who asked the question, may, without notice, ask a supplementary question for the further elucidation of any matter of fact regarding the answer which has been given. Supplementary questions shall arise directly from the answer to the original question and shall not be used to introduce matters not included in the original answer to the question.

### **PART VII STATEMENTS BY MINISTERS**

#### Statements by the President

**34. All statements and messages made to Parliament by the President shall be debated.**

#### Statements by Ministers

**35. (1) A Minister may make a statement at the appropriate time on the sequence of business prescribed by rule 18 (Order of Business) with the prior permission of the Speaker whether for the purpose of explaining Government policy or action upon any matter.**

**(2) All statements made by Ministers shall be debated**

### **PART VIII STATEMENTS BY MEMBERS AND PERSONAL EXPLANATIONS**

#### Statements by Members and Personal Explanations

36. (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 or to explain a

matter of a personal nature at the time appointed, under rule 18; but no controversial matter may be brought forward in the statement nor may debate arise upon a personal explanation.

(2) Any statement other than a personal explanation may be commented upon by other Members for a limited duration of time not exceeding thirty minutes.

(3) Unless the situation warrants otherwise any proposed statement and personal explanations under this rule shall be submitted to the Speaker in writing by 11.00 a.m. on the day on which it is to be made.

## **PART X RULES OF DEBATE**

### Time and manner of speaking

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

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

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

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

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

(a) in a Committee; or

(b) in explanation, as prescribed in sub rule (9) of this rule; or

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

(9) A Member who has spoken to a motion may again be heard for the purpose of explaining some material part of his or her speech which has been misunderstood, or



vindicating his or her character or conduct if it has been impugned, but he or she must not in the process introduce new matter.

(10) Subject to rule 41 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.

#### Close of debate

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

#### Contents of speeches

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

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

(3) It is out of order to attempt to reconsider any specific question upon which the House has come to a conclusion during the current Session, except upon a substantive motion for rescission.

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

(5) 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.

#### Scope of debate

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

(2) When 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.

#### Newspapers, periodicals not to be read in the House

55. Subject to these Rules, Members shall not read newspapers or periodicals or books in the Chamber of the House except where matters in them are directly connected with the business of the House.

#### Reading of speeches by Members

56. (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.

#### Speaker not to participate in debate

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

#### Interruptions of debate

58. (1) Debates may be interrupted-

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

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

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

(4) Where a Member interrupts debate on a point of Procedure the Member shall state the rule of procedure he or she deems to have been breached by the Member holding the floor 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 and if the Member wishing to interrupt is called upon to do so by the Speaker.

(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.

(7) When giving leave to interrupt debate the Speaker shall follow the following precedence:

- (a) Points of Procedure;
- (b) Points of Order;
- (c) Points of information, or Elucidation; or clarification.

#### Motion that a Member be no longer heard

59. If a Member persists in irrelevance or tedious repetitions or uses objectionable words and on being called to order fails to retract or explain the words and offer an apology to the satisfaction of the Speaker, any Member may, with the consent of the Speaker, move that the Member using the objectionable words be no longer heard, and the question on that motion shall be put forthwith without amendment or debate.

#### Anticipation

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

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

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

#### Closure of debate

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

(2) If the question of closure is agreed to by a majority, the motion which was being

2.

#### Behaviour of Members during debate

### Dress Code

62. (1) All Members shall dress in a decent and dignified manner that is to say-

- (a) a pair of trousers with a jacket, shirt and tie, a *kanzu* and jacket or a Safari Suit for male members.
- (b) a suit; a jacket, trousers, blouse and skirt; dress or traditional attire for lady members; or
- (c) military attire for members of the armed forces;

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

### Behaviour of Members in the House

63. (1) During a sitting -

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

(2) In all other matters the behaviour of Members of the House shall be guided by the code of Conduct prescribed in appendix C.

## **PART XI ORDER IN THE HOUSE**

### Chair to be heard in silence

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

### Decision of the Speaker or Chairperson

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

### Order in the House and Committees

66.(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.

### Suspension of Members

67.(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 66, 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 orders.

(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.

### Powers of the Speaker to adjourn House or suspend sitting

68. 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.

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

69.(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) of this rule, 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 unless the House otherwise orders.

A Member suspended to withdraw from precincts

70. A Member who is ordered to withdraw under sub rule (2) of rule 66 or who is suspended from the service of the House by virtue of sub rule (2) of rule 67 or sub rule (3) of rule 69 shall immediately withdraw from the precincts of the House until the end of the suspension period.

**PART XII  
VOTING IN THE HOUSE**

Questions to be decided by majority: Article 89 of the Constitution

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

(2) The Speaker or the Chairperson of a Committee shall have neither an original nor a casting vote and if upon any question before the House the votes are equally divided, the motion shall be lost.

(3) A Deputy Speaker shall not, while presiding, retain his or her original vote.

Declaration of personal interest in any matter before the House

72. (1) A Member who is a party to, or is a partner in a firm which is a party to any contract with Government shall, in any proceedings in the House relating to the contract, declare his or her interest or that of the firm in it and shall not vote on any question relating to that contract.

(2) A Member having any interest in any matter before the House shall declare the nature of his or her interest in the matter and shall not vote on any question relating to that matter.

(3) Any Member who makes a declaration of a personal interest under sub rule (1) and (2) shall leave the House immediately after the declaration of such interest, and at any rate, before voting takes place.

(4) If a Member fails to declare his or her interest under sub rule (1) or (2), any Member may raise the matter in the House and the Speaker may order that the first-mentioned Member shall not vote on the contract 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.

#### Ex-officio Members of Parliament

73. A Vice-President 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.

#### Voice Voting

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

#### Secret vote

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

- (a) a Bill for an Act of Parliament to amend any provision of the Constitution;
- (b) the election or removal of a person holding office under the Constitution or under a law made under the Constitution; (c) the election or removal of a Parliamentary Commissioner;
- (d) the censure of a Minister;
- (e) a decision on an appeal from the President or a reference from the Appointments Committee under rule 143;
- (f) any other matter if the House so decides upon a motion.

#### Division

76.(1) Where after the Speaker or the Chairperson has announced the results of the voting under rule 74, immediately, forty or more members stand in their places

signifying their disapproval of the outcome of the vote, the Speaker or Chairperson shall order for a division.

- (2) Where a division has been ordered, the lobbies shall be cleared for the purpose.
- (3) The Speaker or the Chairperson shall direct the “Ayes” into the lobby on his or her right and the “Noes” into the lobby on his or her left and appoint two tellers for each lobby and one for those who abstain to count the votes.
- (4) The tellers shall take positions by the rear doors to the respective lobbies and all Members shall enter the lobbies by those rear doors and shall leave there by the fore doors back to the Chamber.
- (5) The Members shall have their names recorded as they pass through the rear doors.
- (6) After the lapse of a reasonable period from his or her original direction under sub rule (1) of this rule, the Speaker shall direct that the rear doors giving access to the division lobbies from the Chamber be closed.
- (7) A Member is not obliged to vote, and any Member who does not wish to vote shall not enter a division lobby while a division is in progress.
- (8) A record shall be made of the names of members who abstain.
- (9) When all Members wishing to vote have left the division lobbies, the tellers shall return to the Chamber and shall report the number of those who have voted in their respective lobbies and those who have abstained to the Speaker or the Chairperson, who shall then declare the results of the division.
- (10) The rear doors giving access to the lobbies from the Chamber shall then be unlocked.
- (11) In the case of confusion or error occurring in the course of a division concerning the numbers recorded which cannot otherwise be corrected, the Speaker or the Chairperson shall direct the House or the Committee, as the case may be, to proceed to another division.
- (12) For the purposes of this rule, unless the context otherwise requires “fore doors” means those doors on the sides of the Chamber nearest to the Speaker. “rear doors” means those doors on the sides of the Chamber furthest from the Speaker.

#### Division by Speaker

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

#### Incapacity to pass through the lobbies



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

#### Voting in error

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

#### Equality of Votes

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

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

#### Votes of censure and removal

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

#### Removal of the President Under Article 107 of the Constitution

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

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

- (a) abuse of office or wilful violation of the oath of allegiance and the Presidential oath or any provision of the Constitution; or
- (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 obtain the signatures of at least one third of all the Members signifying support for the motion.

(4) The Member shall notify the Speaker in writing of his or her intention to move the motion citing the grounds for the proposed motion and giving supporting particulars. The notification shall be accompanied by the signatures of the Members supporting the proposed motion.

(5) Any signature appended to the notice shall not be withdrawn.

- (6) On receipt of the notice under sub rule (4) above, the Speaker shall-
- (a) within three days notify the House about the proposed motion, the grounds and the supporting particulars.
  - (b) for purposes of the notice for a resolution based on paragraphs (a) and (b) of sub rule (2) of this rule, the Speaker shall within twenty four hours of receipt of the notice and accompanying particulars, forward the same to the President and forward a copy to the Chief Justice.
- (7) Within seven days from receipt of the notice, the Chief Justice shall constitute a Tribunal of three Supreme Court Justices to investigate the allegations contained in the notice and establish whether there is a prima facie case for the removal of the President. The Tribunal's investigations shall be carried out within a period of seven consecutive days.
- (8) The President shall be entitled to appear in person or by a representative of his or her choice before the Tribunal.
- (9) The Chief Justice shall, within twenty four hours of the determination of the Tribunal's sittings transmit the Tribunal's findings to the Speaker who shall cause the report to be tabled before Parliament within twenty four hours after its receipt.
- (10) 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.
- (11) The Mover of the motion shall be entitled to a closing speech at the end of the debate.
- (12) If at the end of the debate Parliament passes the motion by not less than two-thirds majority of all the Members of Parliament, the President shall cease to hold office.
- (13) If the Tribunal finds there is no prima facie case made against the President the Speaker shall report the finding to Parliament and no debate shall ensue on the matter.
- (14) For purposes of a resolution based on ground cited in sub rule (2) (c), the Speaker shall within twenty-four hours of receipt of the notice and particulars supporting it, transmit the same to the President and a copy thereof to the Chief Justice.
- (15) The Chief Justice shall within seven days after 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 to examine the President in respect of the alleged incapacity.
- (16) Within twenty-four hours of the Constitution of the Medical Board, the Chief Justice shall inform the President and request him or her to submit himself or herself for examination by the Board within seven days.

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

(18) If the Board finds that the President is still capable of performing the functions of the Office of the President the Motion shall lapse.

(19) 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.

(20) If after the expiry of seven days referred to in sub-rule (19), 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.

(21) 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.

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

Procedure for the removal of Speaker or Deputy Speaker:  
Article 82 (7) (e)

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

(a) seven days' notice, signed by not less than one-third of all Members of Parliament, shall be given to the Clerk;  
(b) the Clerk shall, within twenty four hours of receipt of the list of names, forward the Notice to the Speaker or Deputy Speaker, as the case may be;  
(c) the motion shall be tabled in Parliament within seven days of its receipt by the Clerk and the House shall refer the motion to the Committee on Rules, Privileges and Discipline to investigate and report its findings to Parliament for debate;  
(d) 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 is investigating his or her removal.

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

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

Vote of censure against Ministers: Article 118 of the Constitution

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

(2) The Member shall obtain signatures of not less than one third of all Members signifying support for the proposed motion.

(3) After at least one third of all the Members have appended their signatures in support of the motion, the Member shall within 10 working days of giving the initial notice to the Speaker submit the same together with the grounds and supporting particulars to the Speaker.

(4) Any signature appended to the list as provided under sub-rule (2) shall not be withdrawn.

(5) 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 at which the chief petitioner shall formally move the censure Motion and shall lay all supporting documents on the Table and each document so laid shall be endorsed by the Clerk.

(6) The Petition of Censure having been moved, the Speaker shall forward the text of the Motion, the supporting grounds, particulars and the supporting documents to the President within 72 hours of moving of the Motion, for onward transmission of the same to the concerned Minister.

(7) Fourteen days from the date of transmission of the Motion to the President, the Speaker shall forward to the Committee on Rules, Privileges and Discipline the Motion and all supporting documents and the Committee shall –

(a) scrutinise and identify prima facie evidence to the allegations in the Motion;

(b) lead the House in the proceedings of censure.

(8) In the exercise of its duties under sub-rule (7)(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.

(9) Within fifteen days after receipt of the Motion, the Chairperson of the Committee shall report to the House the findings of the Committee.

(10) 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 general debate by the House unless the Motion is withdrawn.

(11) After the general debate, the House shall vote on the Motion and if carried by more than half of all the Members of Parliament, the Speaker shall inform the President of this fact within twenty four hours from the time the Motion was voted upon.

#### Removal of a Parliamentary Commissioner

85. (1) A Parliamentary Commissioner may be removed from office on grounds of -

- (a) Incompetence;
- (b) misconduct; or
- (c) failure or refusal without justifiable reason to execute the duties of the Office of Commissioner.

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

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

(4) The provisions of sub rules (2) to (7) of rule 84 shall apply to the removal of a Commissioner.

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

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

#### Other provisions relating to the removal of a person from office

86. (1) The person being removed from office or censured shall be entitled to appear before the Committee in person and to be assisted or represented by a Lawyer or other expert or person of his or her own choice during the proceedings of the Committee.

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

(3) Debate on the motion for the removal of a person from office or censure 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 justice has been done to the Motion, the Speaker shall call upon the person who is being removed from office or censured to answer issues raised in the debate and the chief petitioner to wind up debate.

#### **PART XIV RECALL OF MEMBERS**

##### Recall of a Member

87. (1) A Member may be recalled from office as prescribed by Article 84 of the Constitution and on grounds set out in Section 7 of the Parliamentary Elections Act, 2001.

(2) The recall of a member of Parliament shall be initiated by a petition in writing setting out the grounds relied on and signed by at least two-thirds of the registered voters of the constituency or of the relevant interest group and shall be delivered to the Speaker.

(3) On receipt of the petition the Speaker shall, within seven days, require the electoral Commission to conduct a public inquiry into the matters alleged in the petition and the Electoral commission shall expeditiously conduct the necessary inquiry and report its findings to the Speaker.

(4) The Speaker shall –

(a) declare the seat vacant, if the Electoral Commission reports that it is satisfied from the inquiry, with the genuineness of the petition; or (b) declare immediately that the petition was unjustified, if the Commission reports that it is not satisfied with the genuineness of the petition.

(5) If the medical board appointed under section 7 of the Parliamentary Elections Act reports to the Electoral Commission that a Member required to submit himself or herself for examination has failed or refused to do so and the Commission after ascertaining the circumstances reports such failure or refusal to the Speaker -

(a) the Speaker may suspend the Member under the provisions of Section 7 of the Parliamentary Elections Act, 2001.

(b) the House may, by resolution supported by a majority of all Members of Parliament, resolve that the Member ceases to be a Member of Parliament.

(6) A Member, in respect of whom a resolution is passed under paragraph (b) of sub-rule (5), shall cease to be a Member and shall be taken to have been recalled by his or her electorate.

#### **PART XVI BILLS FORM, PUBLICATION AND INTRODUCTION OF BILLS**

### Form of Bills

91. (1) All Bills shall bear at the head a short title and a long title describing the leading provisions of the Bill.

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

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

### Subject matter of Bills

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

(2) No Bill shall contain anything foreign to what its long title imports.

### Bills to be published in Gazette

93. (1) All Bills shall be published in the Gazette and shall be accompanied by an explanatory memorandum setting out the policy and principles of the Bill, the defects of the existing law, if any, the remedies proposed to deal with those defects and the necessity for its introduction.

(2) In addition to the explanatory memorandum, the Bill shall be accompanied by a certificate setting out its financial implications (Budget Act 2001) including -

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

(3) The explanatory memorandum and the certificate shall be signed by a Minister or by the Member introducing the Bill.

### Urgent Bills

94. (1) Where the House determines upon the recommendation of the appropriate Committee of the House appointed for the purpose, that a particular Bill is of an urgent nature, that Bill may be introduced without publication.

(2) Copies of a Bill referred to in sub rule (1) shall be distributed to Members and the Bill may be taken through all its stages in a day notwithstanding anything in these Rules.

#### Bills to be delivered to Clerk for distribution to Members

95. (1) On publication of the Bill in the Gazette, the Minister in charge of the Bill shall deliver to the Clerk a sufficient number of copies for distribution to Members.

(2) On receipt of the copies of the Bill under sub-rule (1), the Clerk shall immediately dispatch a copy to every Member.

(3) Where a Bill seeks to amend an existing Act, the text of the relevant part of the law to be amended shall be copied and supplied together with the Amending Bill, unless in the opinion of the Speaker the amendment is of a minor nature or self explanatory.

(4) In the case of a Private Members' Bill the Clerk shall ensure the publication of the Bill in the Gazette and the distribution of copies thereof to all members.

#### Private members' Bills: Article 94(4) of Constitution

96. (1) Every member has a right to move a private members Bill.

(2) The Member moving a private members' Bill shall be afforded reasonable assistance by the department of Government whose area of operation is affected by the Bill.

(3) The office of the Attorney General shall 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 97.

#### Procedure for Private Members' Bills

97. (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.

#### Bills introduced by Committees under Rule 124

98. (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.

Rules regarding settlement of financial matters: Article 93 of the Constitution

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

- (a) the imposition of taxation or the alteration of taxation otherwise than by reduction;
- (b) the imposition of a charge upon the Consolidated Fund or other public fund of Uganda or the alteration of any such charge otherwise than by reduction; or
- (c) the payment, issue or withdrawal from the Consolidated Fund or other public fund of Uganda of any moneys not charged on that fund or any increase in the amount of that payment, issue or withdrawal; or
- (d) the composition or remission of any debt due to the Government of Uganda.

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

Bill to be read three times

100. Every Bill shall, after introduction, be read three times prior to its being passed.

Prohibition of Bills promoting one-party state

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

Prohibition of Bills derogating from particular human rights and freedoms

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

**PART XVII  
PROGRESS OF BILLS  
FIRST READING**

First Reading

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

(2) The Member called under 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 the Bill under rule 94 (Urgent Bills), has been read the First Time without prior publication in the Gazette, it shall be so published within twenty-four hours or as soon as practicable after that.

(5) Whenever a Bill is read the First Time in the House, it shall be referred to the appropriate Committee appointed under the provisions of Article 90 of the Constitution.

(6) 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 two months from the date the Bill is referred to the Committee.

(7) Except in cases of very minor amendments, and subject to Rule 106, all proposed amendments to a Bill referred to a Committee shall be presented to the Committee by the member proposing the amendment and the Committee shall scrutinise it together with the Bill.

## **PART XVIII SECOND READING**

### Second Reading

104. (1) Subject to this rule the Vice-President, Minister or other Member in charge of the Bill shall move that the Bill be now read a Second Time and may speak to the Motion.

(2) The Chairperson of the Committee to which the Bill is referred or a member of the Committee designated by the Committee or by the Speaker shall, after the motion for the Second Reading has been moved under sub rule (1) and seconded, present to the House the report of the Committee on the Bill.

(3) A debate shall then ensue on the merits and principles of the Bill on the basis of the explanatory memorandum and the report from the Committee.

(4) If the motion is carried, the Clerk shall read aloud the Short Title of the Bill, and the Bill shall then be taken to have been as read the Second Time.

(5) Subject to these Rules, the Second Reading of a Bill shall not be taken earlier than the fourteenth day after the publication of the Bill in the Gazette unless this sub rule is formally suspended for the purpose.

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

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

## **PART XIX BILLS IN COMMITTEE**

### Bills in Committee

105. (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 accordance with rule 155 (Select Committees).

(2) 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
- (c) may be proposed by any Member.

### Functions of Committee on Bills

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

(2) The Committee may propose and accept proposed amendments in the Bill as it considers fit, if the amendments (including new clauses and new Schedules) are relevant to the subject matter of the Bill.

(3) The Committee Chairperson may accept proposals for the correction of obvious misprints and punctuation errors, and may instruct the Clerk to make necessary amendments to the Bill without any formal amendment being moved by a Member of the House.

### Committee of the Whole House

107. (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 all Bills 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 resume and that the Committee do report to 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 Member who moved the motion 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 18 (Procedure of Government Business).

#### Procedure in Committee of the Whole House on a Bill

108. (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) 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 to 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) Rule 44 (Manner of debating motions and amendments to motions) shall apply to the discussion of amendments to Bills, with the substitution of the word “clause” for the word “motion” throughout; and any amendment proposed to such an amendment shall be dealt with before a decision is taken on the original amendment.

(8) Where two or more amendments are proposed on the same clause, the Chairperson shall call upon the movers in the order in which their amendments relate

to the text of the clause, and the amendment which in the opinion of the Chairperson departs furthest from the text under discussion shall be debated and disposed of first.

(9) Where two or more proposed amendments to any clause seek to attain the same objective but in different ways, or the wording of the amendments differs, sponsors of the amendments may be required by the Chairperson to discuss their amendments and to reconcile them or agree on compromise amendments that will be acceptable to their sponsors.

(10) No amendment shall be moved which is inconsistent with any clause already agreed upon or any decision taken by the Committee of the whole House, and the Chairperson may, at any time during the discussion of a proposed amendment, withdraw it from the consideration of the Committee if in his or her opinion the discussion has shown that the amendment contravenes this sub-rule.

(11) When every amendment to an amendment has been disposed of, the Chairperson shall either again propose the question upon the original amendment, or shall propose the question upon the original amendments as amended.

(12) A clause may be postponed unless a decision has already been taken upon it.

(13) Postponed clauses shall be considered after the remaining clauses of the Bill have been considered.

(14) The final question to be proposed shall be "That the Clause (as amended) be added to the Bill".

(15) Schedules shall be disposed of in the same way as clauses and any proposed new Schedule shall be considered after the Schedules to the Bill have been disposed of.

(16) An amendment, new clause or new Schedule may be withdrawn at the request of the mover by leave of the Committee of the Whole House before the question has been put on it.

(17) If the question has been proposed on an amendment to an amendment to a clause or Schedule, the original amendment, may not be withdrawn until the amendment to it has been disposed of.

(18) When every clause and Schedule and proposed new clause or Schedule have been disposed of, the preamble, if there is one, shall be considered and the question put "That this preamble (as amended) be the preamble to the Bill."

(19) No amendment to the preamble shall be considered which is not made necessary by a previous amendment to the Bill.

(20) If any amendment to the title of the Bill is made necessary by an amendment to the Bill, it shall be made at the conclusion of the proceedings detailed above, but no question shall be put that the title (as amended) stand part of the Bill but no question shall be put upon the enacting formula.

### Procedure in Select Committee on a Bill

109. (1) A Select Committee on a Bill shall be subject to the provisions of Part XXVI (Operation of Committees Generally) that are relevant to Select Committees; but before reporting the Bill to the House, it shall go through the Bill as provided in rule 108 (Procedure in Committee of the Whole House on a Bill).

(2) When a Bill has been substantially amended in a Select Committee the whole text of the Bill as amended shall be printed as part of the report of the Select Committee.

(3) After consideration of the Bill by the Committee the Chairperson shall lay the report of the Committee on the Table at the time specified in rule 18 (Order of business) and the Speaker shall appoint the time for the consideration of the report

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

### Report of Committee after Committee Stage

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

### Third Reading and passing of Bills

111. 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".

### Recommittal of Bill reported from the Committee of the Whole House

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

(2) No notice of a motion for recommittal is required, and if the motion is agreed to, the Bill shall stand so recommitted and shall proceed in accordance with sub rule (1) of rule 105 to resolve itself into a Committee to consider the business recommitted.

(3) When the whole Bill has been recommitted, the Committee shall go through the Bill as provided in rule 108 (Procedure in Committee of the Whole House on a Bill).

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

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

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

#### Proceedings on Bills reported from Select Committee

113. (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 recommitment 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, the Bill shall stand so recommitted.

(4) The House may then, upon a motion made in accordance with sub rule (1) of rule 107 (Committee of the Whole House) resolve itself into a Committee to consider the business so recommitted.

(5) The Committee of the Whole House upon a Bill, or a part or clause of a Bill recommitted after having been reported from a Select Committee, shall proceed in accordance with the provisions of sub rules (2) or (3) and (4) as the case may require, of rule 112 (Recommitment of Bill reported from Committee of the whole House), 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.

#### Withdrawal of Bills

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

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

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

## **PART XXI DELAYS WITH BILLS**

### Delays with Bills

115. (1) Subject to the Constitution, no Bill introduced in the House shall be delayed for more than two months in any Committee.

(2) Where a delay as described in sub rule (1) has taken place, the House shall proceed to deal with the Bill immediately.

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

116. (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 22 ( Petitions) 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 that Committee and any person on whose behalf the petition was presented may be heard before the Committee either in person or by Counsel.

### Bills returned by President (Under Article 91 of the Constitution)

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

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

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

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

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



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

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

(8) The Clerk shall certify on a Bill transmitted to the President under Sub-rule 8 the following. "This Bill which was passed by the House and returned by Your Excellency the President for reconsideration has been passed again [with or without amendment] by the House on the ..... day of 200.... Dated ..... Day of ..... 200...."

(9) 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 XXII**

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

#### Presentation of Budget Statement

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

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

#### Committee of Supply

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

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

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

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

(3) In moving a motion under sub rule (2) for the purpose mentioned in paragraph (a) of that sub rule, the mover is entitled to refer to the revenue of Uganda and the

manner in which he or she proposes that the revenue shall be raised, and in debating the motion, Members are entitled to refer to similar matters.

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

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

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

(7) The House shall consider any vote on account in Committee of Supply for a period not exceeding one day.

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

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

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

(a) upon the completion of consideration of a vote, the Chairperson shall put the question that the amount proposed be provided under the vote;

(b) 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;

(c) the Committee shall not attach a condition or an expression of opinion to any resolution approving a vote;

(d) notwithstanding the rules relating to motions, any member may ask for information relating to the details of any vote;

(e) the details only of the financial provisions proposed to be made by a vote shall be debated, and it is not in order to debate the policy implied by the vote;

(f) the debate on supplementary estimates shall be restricted to the expenditure authorised by that supplementary estimate and it is not in order to canvass the policy of, or the expenditure authorised by, any estimate to be supplemented by that supplementary estimate;

(g) 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 amounts of the votes outstanding be provided for services specified, and no debate shall take place on the questions being put.

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

(a) upon the completion of the consideration of the vote on account, the Chairperson shall put the question that the amount proposed be provided for the vote on account; and  
(b) the Committee shall not attach a condition or an expression of opinion to any resolution approving a vote on account.

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

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

### **PART XXIII PARLIAMENTARY COMMITTEES**

#### Parliamentary Committees

120. In accordance with Article 90 of the Constitution, the House shall appoint Parliamentary committees necessary for the efficient discharge of its functions.

#### *A – GENERAL PROVISIONS ON COMMITTEES*

#### Standing Committees and Sessional Committees

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

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

#### Standing Committees

122.(1) The Standing Committees of the House shall be the following-

- a) the Public Accounts Committee;
- b) the Committee on Rules, Privileges and Discipline;
- c) the Business Committee;
- d) the Committee on the National Economy;
- e) the Committee on Appointments;
- f) the Committee on Equal Opportunities;
- g) the Committee on Government Assurances;
- h) the Committee on Commissions, Statutory Authorities and State Enterprises;

- i) the Committee on Local Government Accounts;
- j) the Committee on Budget;
- k) the Committee on HIV/AIDS and related matters; and
- l) the Committee on Science and Technology.

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

### Sessional Committees

123. (1) There shall be Sessional Committees of the House on the following subjects -

- (a) Agriculture, Animal Industry and Fisheries;
- (b) Tourism, Trade, and Industry;
- (c) Social Services covering-

-Education and Sports;  
 -Health; and  
 -Gender, Labour and Social Development.

- (d) Works, Housing and Communications;

- (e) Legal and Parliamentary Affairs covering-

-Judiciary;  
 -Parliament;  
 -Justice;  
 -Law Reform Commission;  
 -Electoral Commission;  
 -Human Rights Commission;  
 -Inspectorate of Government;  
 -Equal Opportunities Commission; and  
 -Statutory instruments which are required by law to be approved by Parliament.

- (f) Public Service, and Local Government;

(g) Natural Resources including, Energy and Mineral Development, Water, Lands and Environment;

- (h) Presidential and Foreign Affairs covering-

-Office of the President,  
 -State House,  
 -Office of the Vice-President,  
 -Office of the Prime Minister  
 -Foreign Affairs,  
 -Internal Security Organisation; and  
 -External Security Organisation.

- (i) Defence and Internal affairs covering-

-Ministry of Defence,  
-Ministry of Internal Affairs;  
-Uganda Police Force; and  
-Uganda Prisons Service.

(j) Finance, Planning and Economic Development.

#### General Functions of Committees: Article 90(3) of the Constitution

124. The functions of Standing and Sessional Committees in addition to their specific functions under these rules shall include the following-

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

#### Election of Standing Committees

125. The member of Standing Committees shall be elected from among members of Parliament during the first session of Parliament.

#### Membership of Standing Committees

126. Subject to these Rules, each Standing Committee, apart from the Business Committee, Budget Committee, and the Appointments Committee, shall comprise fifteen members elected in accordance with these Rules.

#### Mode of election of Standing Committees

127. (1) This rule applies to the election of members of Standing Committees other than the Appointments Committee.

(2) The Speaker shall declare to the House a period of one day during which nominations of names of Members to be elected as members of Standing Committees may be submitted to the Clerk.

(3) The nominations under sub-rule (2) of this rule shall be in writing, seconded by at least twenty Members whose signatures shall appear on the nomination form together with the signatures of the nominated persons indicating acceptance of the nominations.

(4) As soon as is practicable after the closure of the nomination period provided in sub rule (2) of this rule, the Speaker shall announce the names of the Members nominated in accordance with sub rule (3) of this rule and shall cause to be circulated to the Members a written list of the names of the Members duly nominated.

(5) Election of Members of the Standing Committee shall not commence until at least twelve hours after the announcement and the circulation of the list of names provided for in sub rule (4) of this rule.

(6) The Clerk shall cause a ballot paper to be prepared listing the names of all the Members nominated in accordance with sub rule (3) of this rule.

(7) A Member may vote in the election for Members of the Standing Committee by marking with a tick up to fifteen names in the space provided in the empty boxes against the name of the Member and placing the ballot paper in a ballot box.

(8) Each such tick as is referred to in sub rule (7) of this rule shall be treated as a vote for the nominated Member whose name appears next to the box.

(9) Any ballot paper with more than fifteen boxes marked with a tick shall be treated as invalid and shall not be included in the counting of votes.

(10) Only one ballot box shall be used in the voting under this rule and prior to the commencement of voting and in the full view of the House, the Speaker shall cause the box to be demonstrated empty.

(11) After voting under this rule is complete, and in full view of the House, the Speaker shall cause the ballot box to be emptied and the votes referred to in sub rules (7) and (8) of this rule to be counted.

(12) When the counting of votes is completed, the Speaker shall announce to the House-

- (a) the total number of ballot papers found in the ballot box;
- (b) the invalid or spoilt ballot papers;
- (c) the number of votes received by each of the nominated Members beginning with the fifteen Members who received the highest number of votes, and subject to sub rules (13) and (14) of this rule, shall announce those fifteen members as being duly elected as members of the Committee.

(13) If, by reason of equality of votes, more than fifteen members are announced as receiving the highest number of votes under paragraph (c) of sub rule (12) of this rule, voting shall be repeated in respect only of the members who received the lowest but equal number of votes resulting in the number of members who would have been elected being in excess of fifteen, for the purpose of filling any vacancies occasioned by the equality of votes.

(14) Any voting repeated under sub rule (13) of this rule shall be conducted in accordance with the provisions of this rule subject to necessary modifications.

(15) A vacancy among the fifteen elected members shall be filled within two months of the occurrence of the vacancy, by an election under this rule with such modifications as may be necessary.

#### Composition of Business Committee

128.(1)The Business Committee shall consist of the following members-

- (a) the Speaker and the Deputy Speaker;
- (b) the Chairpersons of all other Committees as may exist from time to time.

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

#### Composition of Committee on Appointments

129. (1)The Committee on Appointments shall comprise -

- (a) six Members representing each Region;
- (b) two women representatives from each Region;
- (c) the following Members representing the other specified groups-
  - (i) the Army – One Member;
  - (ii) the Youths – One Member;
  - (iii) the Workers – one Member; and
  - (iv) Persons with Disabilities – one Member.

(2) For purposes of this rule, there shall be four Regions namely –

- (a) Central Region;
- (b) Northern Region;
- (c) Eastern Region; and
- (d) Western Region.

(3) Each Region referred to under sub rule (2) shall comprise the following Districts including any other District created within that area–

**Central Region** - Kalangala, Kiboga, Kampala, Masaka, Mpigi, Wakiso, Mubende, Mukono, Kayunga, Luwero, Nakasongola, Rakai, Sembabule.

**Northern Region** - Arua, Moyo, Nebbi, Gulu Kitgum, Lira, Apac, Moroto, Kotido, Adjumani, Yumbe, Pader.

**Eastern Region** - Soroti, Kumi, Kapchorwa, Mbale, Tororo, Jinja, Pallisa, Iganga, Kamuli, Katakwi, Bugiri, Busia, Mayuge, Sironko, Nakapiripirit, Kaberamaido.

**Western Region** - Kisoro, Kabale, Ntungamo, Rukungiri, Mbarara, Bushenyi, Kasese, Bundibugyo, Kabarole, Hoima, Masindi, Kibale, Kamwenge, Kyenjojo, Kanungu.

(4) For purposes of this rule the Members from each Region and the Members from each specified group shall nominate the required numbers from their number for approval of the House.

### Chairperson of Committee on Appointments

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

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

### Meetings of Committee on Appointments

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

### Quorum of Committee on Appointments

132. (1) The quorum at any meeting of the Committee is one half of the members of the Committee.

### The Committee on Budget

133. In addition to the members elected under rule 127 all Chairpersons of the other Committees shall be ex-officio members of the Committee on Budget.

## *B – SPECIFIC FUNCTIONS OF STANDING COMMITTEES*

### Public Accounts Committee

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

(2) The Committee shall act in accordance with Article 164 of the Constitution.

(3) The Committee shall report to the House at least twice in a year.

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

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

### Committee on Rules, Privileges and Discipline

135. It shall be the duty of the Committee on Rules, Privileges and Discipline by order of the House -

(a) to enquire into any complaint of contempt of Parliament or breach of privilege or any matter of privilege which may be referred to it and



to recommend to the House such action as the Committee may consider appropriate;

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

(c) to consider and deal with any matter that may arise as to whether or not any office is one which is an office of profit or emolument likely to compromise the office of a Member under clause (2) of Article 85 of the Constitution;

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

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

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

### Business Committee

136. (1) It shall be the function of the Business Committee subject to rule 18 (Order of Business), 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 timetable 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) 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.

(6) 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.

### Allocation of time of the House

137. No variation in the Allocation of Time Order shall be made except on a motion made and agreed to by the House, except that the Speaker may, increase the time not exceeding one hour, without any motion being moved.

### Committee on the National Economy

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

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

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

### Committee on Appointments

139. (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 in conjunction with the Committee on Rules, Privileges and Discipline 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.

### Submission of Names to the Committee on Appointments

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

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

(3) Every decision of the Committee shall, as far as possible be by consensus but if there is no consensus, the decision shall be by secret vote.

(4) For the purposes of taking the decision, each member of the Committee shall be provided with a sheet of paper on which appears the names of all candidates whose names are submitted for approval and against the name of each candidate there shall be two columns, one for AYES indicating approval and the other for NOES, indicating withholding of approval.

(5) Approval or withholding of approval shall be indicated in the appropriate column by a tick.

(6) Every sheet of paper referred to in sub rule (4) shall bear the stamp and the initials of the Clerk.

(7) A candidate shall not be taken to be approved unless the number of the votes cast in favour of that candidate is more than fifty percent of the valid votes cast.

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

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

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

(11) A person whose name has been submitted to the Committee for approval shall be given the opportunity by the Committee to answer before it any adverse statements made against him or her to the Committee.

#### Nominations not approved

141. (1) Approval of the Committee shall not be withheld unless the Committee is satisfied on evidence that the person nominated is not fit and proper to hold the office to which the nomination relates on any of the following grounds-

- (a) lack of professional, academic or other qualifications or lack of the experience requisite for the office in question;
- (b) incompetence shown in previous public office held by the candidate;
- (c) misbehaviour or misconduct; and
- (d) corruption or dishonesty.

(2) The Committee shall act expeditiously and shall take appropriate decision on any nomination submitted to it within thirty days after receipt of the nomination.

(3) Where upon consideration of a nomination the Committee finds itself unable to take a decision on the nomination by reason of inadequate information or any other reason, the Committee shall, within seven working days after coming to that conclusion, communicate to the President the fact that it is unable to take a decision and the reasons for it.

#### Report to President

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

#### Appeal to the House

143. (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) Discussions on nominations by the House under this rule shall be secret.

(4) The decision of the House shall be by secret vote and shall be carried by a vote of more than fifty percent of the members present.

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

#### Secrecy of Proceedings of Committee on Appointments

144. (1) The proceedings of the Committee on Appointments shall be closed to non-members of the Committee.

(2) Subject to the Constitution and to these Rules, the report of the proceedings of the Committee and all other records of the Committee shall be secret.

#### Committee on Appointments to Report to the House

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

#### Committee on Government Assurances

146. The Committee on Government Assurances shall – scrutinise the assurances, promises and undertakings given by Ministers and other agents of Government in Parliament from time to time and report on-

- (i) the extent to which those assurances, promises and undertakings, have been implemented; and
- (ii) where implemented whether the implementation has taken place within the minimum time necessary for the purpose.

#### Committee on Commissions, Statutory Authorities and State Enterprises

147. The functions of the Committee on Commissions, Statutory Authorities and State Enterprises are-

- (a) to examine the reports and audited accounts of Statutory Authorities, Corporations and public enterprises and in the context of their autonomy and efficiency, ascertain whether their operations are being managed in accordance with the required competence and where applicable in accordance with sound business principles and prudent commercial practices;
- (b) to examine the income and expenditure of any public corporation and state enterprise, or other body or organisation established by an Act of Parliament together with the Balance Sheet and Statement of Profit and Loss Accounts which the Auditor General may have been requested to prepare under the Constitution or

under the provisions of the statutory rules regulating the financing of particular corporation, enterprise or body and the report of the Auditor - General on them;  
(c) to examine the statement of accounts showing the income and expenditure of the Statutory body or organisation the audit of which may be conducted by the Auditor General either under the direction of the President in accordance with clause (7) of Article 163 of the Constitution or by any Act of Parliament; and  
(d) subject to the Constitution, and to these Rules, to monitor the operations of any Commission or Authority established under the Constitution or any Act of Parliament and any State Enterprise.

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

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

(4) The Chairperson of the Committee on Commissions shall upon receipt of the Auditor General's report under sub rule (3) lay the report on the table of the House for under clause (5) of Article 163 of the Constitution.

#### Committee on Local Government Accounts

148. (1) Subject to the delegation of Parliament's powers to the Committee on Local Government Accounts under Section 89 of the Local Governments Act, 1997, the Committee on Local Government Accounts shall be assigned the examination of the audited accounts in relation to the report laid before Parliament by the Minister under Section 89 of the Act showing the appropriation of the sums granted by Parliament to Local Governments.

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

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

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

#### Budget Committee

149. The functions of the Budget Committee shall be to-

(a) focus on preliminary estimates and the macroeconomic plan and programs and submit recommendations to the Speaker;

- (b) consider the national Budget and compile amendments and refer them to the relevant Committees;
- (c) carry on such other functions relating to the national Budget as may be assigned to it by Parliament or any Act.

#### Committee on Equal Opportunities

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

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

- 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 group;
- 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;
- d) cause to or carry out research in the relevant areas to assist Parliament make decisions to enable attainment of the goal of equalisation and improving welfare of various groups.

(3) The Committee shall act with a view to realise the provisions of Articles 32, 33, 34, 35, 36 of the Constitution and other Articles relating to equal opportunities.

(4) The Committee shall report twice in a year.

#### Committee on Human Immunity Virus/Acquired Immune Deficiency Syndrome (HIV/AIDS) and Related Matters

151. (1) The Committee on HIV/AIDS and related matters shall -

- (a) coordinate HIV/AIDS activities of Parliament and provide a link between Parliament with the Uganda AIDS Commission in combating the epidemic in Uganda;
- (b) scrutinise the HIV/AIDS policies and monitor and evaluate activities of government, local government and other bodies aimed at combating HIV/AIDS;
- (c) examine and make recommendations on relevant Bills and other matters relating to HIV/AIDS;
- (d) in cooperation with the Uganda AIDS Commission and the Ministry responsible for Health, initiate relevant Bills and motions required for combating the epidemic in Uganda.

(2) The Committee shall in the performance of its functions network with other Parliaments on the problem of HIV/AIDS and related matters.

(3) The Committee shall report to Parliament twice in a year.

#### Committee on Science and Technology

152. (1) The Committee on Science and Technology shall -

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

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

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

#### Composition of Sessional Committees

153. (1) Each Sessional Committee shall consist of not less than fifteen and not more than twenty-five members who have deposited with the Clerk a written notice indicating the Sessional Committee on which they wish to serve.

(2) Every Member shall be a member of one Sessional Committee.

(3) A Member may not be a member of two or more Sessional Committees but may be a member of a Standing Committee and a Sessional Committee at the same time.

(4) The membership of the Sessional Committees as composed in the manner prescribed by sub rule (1) shall be subject to the approval of the House.

(5) Each Sessional Committee shall elect from their number a Chairperson and a Deputy Chairperson.

#### Functions of Sessional Committees

154. Sessional Committees shall have the following functions-

(a) to examine and comment on policy matters affecting the Ministries covered by them;

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

## **PART XXIV SELECT COMMITTEES**

### Select Committees

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

### Constitution of Select Committees

**156. (1) Every Select Committee appointed under rule 155 (Select Committees) shall consist of at least five members.**

**(2) Three Members shall form a quorum if the Committee consists of five members and one third if the Committee consists of more than five members.**

**(3) At any time after the nomination, the Speaker may appoint one or more additional members to a Select Committee and if for any reason a member of a Select Committee is unable to act, the Speaker may appoint another Member in his or her place.**

**(4) The Speaker shall appoint the Chairperson of every Select Committee.**

## **PART XXV AD HOC COMMITTEES**

### Ad Hoc Committees

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

## **PART XXVI OPERATION OF COMMITTEES GENERALLY**

### Application of this Part



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

#### Rules to apply generally

159. (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, deciding all questions of order, and disorder in a Committee shall be dealt with under rule 66.

#### Chairpersons of Committees

160. Unless otherwise provided in these Rules, the Chairpersons and Deputy Chairpersons of Committees shall be elected by the Members of the Committees from among their number.

#### Removal of Chairperson from office

161. (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-

- (a) incompetence;
- (b) misconduct or misbehaviour;
- (c) failure or refusal without justifiable reason to execute a duty.

(2) The motion for removal of the Chairperson or Deputy Chairperson shall be initiated by not less than one-third of the members of the Committee by giving seven days notice to members of the Committee, including the Chairperson or Deputy Chairperson, and to the Speaker, that they are dissatisfied with the conduct or performance of the Chairperson or Deputy Chairperson and intend to move a motion for his or her removal.

(3) The motion shall not be debated before the expiration of fourteen days after a copy of the notice is received by the Speaker.

(4) The Chairperson or Deputy Chairperson in respect of whom a motion of removal is to be moved is entitled during the debate to be heard in his or her defence.

(5) The Chairperson or Deputy Chairperson in respect of whom proceedings for removal have commenced shall not preside over the proceedings.

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

#### Quorum of Committees

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

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

(3) If at any time of voting during the sitting of a Committee there is no quorum, the Chairperson, or other person presiding shall adjourn the proceedings of the Committee to a future day or a later time on the same day after allowing a reasonable time to ascertain whether a quorum can be realised.

#### Clerk to Committee

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

#### Scope of deliberations

164. 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.

#### Instructions to Committees

165. (1) An instruction to a Committee empowers a Committee to consider matters not otherwise referred to it.

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

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

(4) Subject to Article 94 of the Constitution, changes in the Membership of any Committee may be effected at the beginning of every Session.

#### Duration of Committee

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

#### Decisions by the Committee

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

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

#### Sub-Committees of Committees

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

#### Meetings of Committees

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

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

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

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

(5) Meetings of the Committee shall be presided over by the Chairperson of the Committee and in his or her absence by the Deputy Chairperson and 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 other person presiding shall suspend the proceedings in the Committee for such time as will, in his or her opinion, enable members of the Committee to vote in the division.

#### Report to be signed by the Chairperson and Members

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

(2) Debate on a report in the House shall take place at least three days after it has been laid on the Table by the Chairperson or the Deputy Chairperson or a Member nominated by the Committee or by the Speaker.

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

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

#### Minority Report

171. (1) Any member or members dissenting from the opinion of a majority of a Committee may state in writing the reasons for their dissent, and the statements of reasons shall, be appended to the report of the Committee.

(2) The member dissenting from the opinion of the majority of the Committee shall be given time to present the minority report at the time of the consideration of the Committee report.

#### Only Members may vote

172. (1) Any Member of the House who is not a Member of a Committee may, unless the House or the Committee concerned otherwise orders, take part in the public proceedings of the Committee, but he or she shall not vote, nor shall he or she be part of any quorum.

(2) Subject to these Rules and except as otherwise directed by the House, a member referred to in sub rule (1) may attend private sittings of the Committee with the approval of the Committee.

#### Agenda and minutes of meetings

173. (1) The Clerk of a Committee shall transmit a 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.

#### Special powers of Committees: Article 90(4) of Constitution

174. In the exercise of their functions under Article 90 of the Constitution, 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 them in the discharge of their functions;

(c) 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; to examine witnesses abroad;

(iii) confining for any specific periods recalcitrant witnesses;

(iv) citing any person for contempt.

#### Co-opting members

175. (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 specified 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.

#### Counsel

176. (1) A Committee shall have power to request the Attorney General to attend upon it or give such assistance in the examination of witnesses as the Chairperson may direct.

(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.

#### Evidence of witnesses

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

(2) The witness may, within seven days from the date of receipt of the copy, suggest corrections 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 any recalcitrant witness.

#### Examination on oath or affirmation

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

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

#### Expenses of witnesses before Committees

179. 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.

#### Issue and service of summons

180. (1) An order to attend or to produce documents before a Committee shall be notified by a summons signed by the Chairperson of the Committee.

(2) The summons shall state the time when and the place where the person summoned is required to attend and the particular documents which he or she is required to produce.

(3) The summons shall be served on the person mentioned in the summons by delivering to him or her a copy of it or by leaving it at his or her usual place of abode with an adult person; or where this is not known, by publishing it in the press.

(4) A summons under this rule may be served by an officer of the House or a Police officer.

#### Withdrawal of documents before Committees

181. (1) No document received by the Clerk of a Committee shall be withdrawn or altered without the knowledge and approval of the Committee.

(2) A document may be released to a witness by the Chairperson or Clerk to a Committee after the conclusion of the deliberations of a Committee.

#### Publication of evidence before reports of Committees

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

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

#### Evidence regarding Parliamentary proceedings

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

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

#### Admission of certain papers in evidence in Committee

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

#### Minutes of proceedings to be brought up with report of Committees

185. (1) Every Committee to which a matter is referred shall report to the House within the period provided under these rules and in any case before the end of each Session of Parliament.

(2) If a Committee finds it unable to complete any investigations, inquiry or other matter referred to it within the period provided or before the end of the Session, it shall so report to the House.

(3) The minutes of the proceedings of a Committee shall, be brought up and laid on the Table of the House with the report of the Committee by the Chairperson or Deputy Chairperson or any member of the Committee nominated by the Committee.

## **PART XXVII GENERAL**

### Statements by the Speaker

186. The Speaker may make statements on any matter of interest to the House.

### Ceremonial Speeches and Speeches by Distinguished personalities

187. (1) Ceremonial speeches may be allowed by the Speaker but any such speech must be confined to speeches commemorating special events or occasions of death of distinguished persons.

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

### Complaints of contempt of Parliament

188. (1) A Member may, at any time appointed for complaints of contempt of Parliament under rule 18 (Order of Business) bring to the House any complaint of contempt of Parliament if he or she has previously notified the Speaker.

(2) In urgent circumstances a complaint referred to in sub rule (1) may, with the prior permission of the Speaker, be made at a time other than that appointed for it.

### Notice of meetings

189. 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.

### Minutes

190. 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 and things done in the House.

### Records

191. (1) The Clerk shall-

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

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

#### Official Report

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

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

#### Custody and production of papers

193. (1) All papers laid before the House shall upon production be deposited with the Clerk who shall be responsible for their safe custody.

(2) All papers shall be ready to be produced before the House whenever required by any Member and shall be at all times open to the inspection of Members.

#### Admission of the public and the press into the House and Committees

194. (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, the authority to admit strangers shall be by the Clerk on behalf of the Speaker.

(4) No Member shall bring any stranger into any part of the House reserved for Members while Parliament is sitting.

(5) No person may carry into the galleries, a briefcase, firearms or weapon, a camera, a tape recorder, a transistor radio, mobile telephone or any other electronic device.

(6) No person shall smoke or read a book or newspaper, draw, write or stand in the galleries.



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

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

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.

(8) A person allowed to give assistance to a Member under paragraph (a) of sub rule (7) shall act with decorum, dress in a dignified manner, and keep secret anything which Members are required to keep secret.

#### Withdrawal of strangers

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

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

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

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

#### Adjustments in numbering in Bills

196. 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 the Bill.

#### Employment of Members in professional capacity

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

## **PART IX MOTIONS AND AMENDMENTS TO MOTIONS**

### Notice of Motions

37. Subject to the provisions of rule 38 no motion shall be moved unless the Member moving it has given written notice of the same to the Speaker and the Clerk not less than three days previous to the sitting at which it is intended to move the motion.

### Oral Notice of Motions

38. (1) Notwithstanding the provisions of rule 37 a Member may, with leave of the Speaker, give oral notice of a motion during a sitting but the motion shall not be placed on the Order of Business until three clear days have elapsed since the notice was given, unless the Speaker is of the opinion that it is in the public interest that it should be placed on the Order of Business prior to the expiration of three days, in which case the Speaker may direct that it be placed on the Order of Business at such time as he or she thinks convenient.

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

### Amendment of Notices of Motion

39. The Speaker may permit the 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.

### Motions without Notices

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

- (a) any motion by way of amendment to a question already proposed by the Speaker;
- (b) an adjournment motion for purposes of discussing a definite matter of urgent public importance;
- (c) any motion for the adjournment of a debate;
- (d) any motion for the suspension of the Rules of Procedure;
- (e) any motion for the withdrawal or re-admission of strangers;
- (f) any motion for the reference of a Bill to a Committee;
- (g) any motion for the House to resolve itself into a Committee of the Whole House;
- (h) any motion made when the House is in Committee;
- (i) any motion for the approval of a report of the Committee of Supply;
- (j) any motion made in accordance with the provisions of the rules governing the procedure as to Bills;
- (k) any motion certified by the Speaker to be a matter of emergency;
- (l) any motion, notice of which has been dispensed with in accordance with rule 38;
- (m) any motion raising a question of privilege; and
- (n) any motion for closure of debate under Rule 61;
- (o) any motion made in accordance with rule 75 of these rules;
- (p) any motion relating to an appeal from the President or a reference from the Committee on appointment under rule 143.

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

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

#### Seconding of motions

41. (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, a seconder shall not be required.

#### Amendments to motions

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

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

(3) Any amendment moved and seconded in the House shall be required by the Speaker to be put in writing by the Mover and delivered to the Clerk.

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

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

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

(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 whose amendments departs furthest being called first, or in case of doubt, in such order as he or she shall decide.

(8) Any amendment to an amendment which a Member wishes to propose shall be moved and seconded at any time after the question upon the original amendment has been proposed by the Speaker, and before it has been put by the Speaker at the conclusion of the debate on the original amendment.

(9) The provisions of sub rule (7) of this rule shall apply to the discussion of

the amendments to amendments, with the substitution for the word "motion" throughout, of the words "original amendment."

(10) When every amendment to an amendment has been disposed of, the Speaker shall either again propose the question upon the original amendment, or shall propose the question upon the original amendment as amended, as the case may require.

(11) Upon any amendment to delete any of the words of a motion, the question to be proposed by the Speaker shall be "That the following words ... be deleted from the question."

(12) Upon any amendment to insert words in, or add words at the end of a motion, the question to be proposed by the Speaker shall be "That the following words ... be inserted (or added)."

(13) Upon an amendment to delete words and insert or add other words instead, a question shall first be proposed "That the following words... be deleted from the question", and if the question is agreed to, the question shall then be proposed that the following words, ... be there inserted (or added)."

(14) If the first question is negatived, no further amendment may be proposed to the words which were to be deleted.

(15) If an amendment is moved to an amendment upon which the Speaker has proposed the 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.

#### Withdrawal of Motions

43.(1) A motion or an amendment to the motion may be withdrawn at the request of the Mover, by leave of the House or Committee, before the question is put on the motion or the amendment.

(2) A motion or an amendment withdrawn under this rule may be proposed again, if, in case of a motion, notice as required by these Rules 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.

#### Manner of debating motions

44. (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.

### *SPECIALISED MOTIONS*

#### Adjournment Motion: Definite matter of urgent public importance

45.(1) Any Member may move the adjournment Motion for the purpose of discussing a definite matter of urgent public importance, and if-

(a) not less than five other Members rise in their places in support; and  
(b) the Speaker rules 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 under sub-rule (1) shall, if possible, before the commencement of the day's sitting, submit to the Speaker the terms in writing of the matter which he or she desires to be discussed.

(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.

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 can be discussed on the same motion;  
(d) the motion must not revive debate on a matter which has already been discussed in the same Session under this rule;  
(e) the motion must not raise a question of privilege;  
(f) the debate under the motion must not raise any question which according to these Rules, can only be debated on a substantive motion under notice;

(5) Any proceeding which has been postponed under this rule shall be exempted from rule 19(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 the adjournment of the House.

#### Motion for adjournment of debate

46. (1) Any Member may at any time move for the adjournment of debate on a matter before the House.

(2) Unless it appears to the Speaker that the Motion is an abuse of the Rules of the House or an infringement of the rights of any Member, the Speaker shall put the question on the motion without debate.

(3) If the motion is carried, debate on the subject shall be adjourned to a date appointed by the speaker.

#### Debate interrupted by adjournment of the House

47. Any debate interrupted by an adjournment of the House 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; and any member whose speech was interrupted has the right to speak first on the resumption, but if he or she does not avail himself or herself of that right, his or her speech shall be taken to have been completed.

#### Half Hour motions

48. (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, 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) of this rule, the closure may be moved, and if it is so moved or if proceedings under rule 61 (closure of debate) 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 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 58 (Interruptions of debate) and debate may proceed for not more than thirty minutes.

#### Motion with regard to settlement of financial matters: Article 93 of the Constitution

49. 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 99 unless the motion is introduced by a member or a Minister on behalf of the President.

#### Motions to amend Rules

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

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

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

#### **APPENDIX A: RULE 17 PRAYERS**

*(Recited at the commencement of Sittings of Parliament)*

ALMIGHTY GOD Who in Your infinite wisdom and Providential Goodness have appointed the offices of Leaders and Parliaments for the welfare of society and the just government of humanity; We beseech You to Look upon us, 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 22 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 E**  
**PROCEDURE FOR THE 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 Presidential and Foreign Affairs.
2. Such bi-annual reports shall be presented at a regular meeting of the Standing committee at a time to be determined the Chairman 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 Hansard records with comments from the Committee. The House may wherever it deems fit debate the comments of the Committee.



