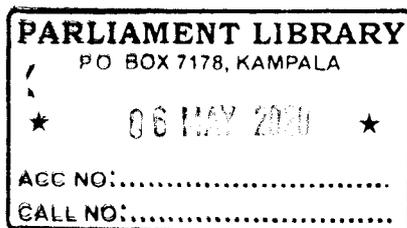
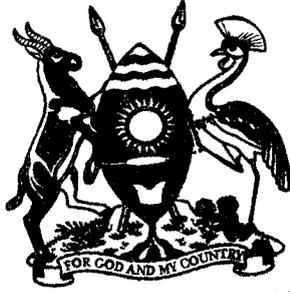




THE REPUBLIC OF UGANDA

**THE INSTITUTE OF PARLIAMENTARY
STUDIES ACT, 2020.**





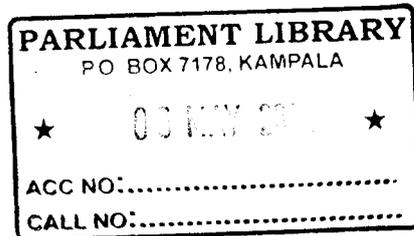
THE REPUBLIC OF UGANDA

PARLIAMENT LIBRARY	
PO BOX 7178, KAMPALA	
★	08 MAY 2020 ★
ACC NO:.....	
CALL NO:.....	

I SIGNIFY my assent to the bill.

Yoweri Museveni
.....
President

Date of assent: *23rd 7 April, 2020.*



THE INSTITUTE OF PARLIAMENTARY STUDIES ACT, 2020

ARRANGEMENT OF SECTIONS

Section

PART I—INTERPRETATION

1. Interpretation.

PART II—ESTABLISHMENT AND FUNCTIONS OF THE INSTITUTE

2. Establishment of the institute.
3. Objects of the Institute.
4. Functions of the Institute.

PART III—MANAGEMENT AND ADMINISTRATION OF THE INSTITUTE

5. Management of the Institute.
6. Meeting of the Board.
7. Executive Director.
8. Functions of the Executive Director.
9. Deputy Executive Director.
10. Other officers and staff of the Institute.

PART IV—FINANCES

11. Funds and sources of revenue of the Institute.
12. Fees.
13. Duty to operate on sound financial principles.
14. Power to open and operate bank accounts.
15. Estimates.
16. Financial year of Institute.
17. Accounts and audit.

PART V—MISCELLANEOUS

18. Annual and other reports.

Act *The Institute for Parliamentary Studies Act* **2020**

Section

19. Regulations and policies.
20. Application of Parliamentary Service (Staff) Regulations, S.I. No. 29 of 2019 and Human Resources Policy Manual.
21. Transitional provisions.



THE REPUBLIC OF UGANDA

THE INSTITUTE OF PARLIAMENTARY STUDIES ACT, 2020

An Act to provide for the establishment of the Institute of Parliamentary Studies and to provide for its objects, functions, composition, management and finances, and other related matters

DATE OF ASSENT:

Date of Commencement:

BE IT ENACTED by Parliament as follows—

PART I—INTERPRETATION

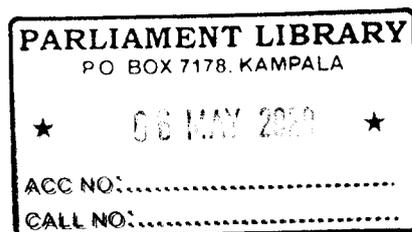
1. Interpretation.

In this Act, unless the context otherwise requires—

“Clerk” means the Clerk to Parliament appointed under article 87 of the Constitution;

“Commission” means the Parliamentary Commission established under article 87A of the Constitution;

“Institute” means Institute of Parliamentary Studies established under section 2 of the Act;



Act *The Institute for Parliamentary Studies Act* **2020**

“Speaker” means the Speaker of Parliament elected under article 82 of the Constitution of Uganda.

PART II—ESTABLISHMENT AND FUNCTIONS OF THE INSTITUTE

2. Establishment of the Institute.

(1) There is established an Institute to be known as, the Rebecca Alitwala Kadaga Institute of Parliamentary Studies.

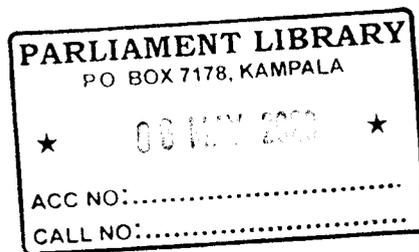
(2) The Institute shall be a body corporate with perpetual succession and a common seal, with the capacity to sue or be sued in its corporate name and, do or suffer any other thing a body corporate may lawfully do or suffer.

(3) The Institute shall be an agency of Government and shall be under the supervision and control of the Commission.

3. Objects of the Institute.

The objects of the Institute are to—

- (a) conduct courses for the exposition and enhancement of the knowledge, skills and experience of members and staff of the Commission and other legislatures, including local government councils;
- (b) contribute to the effective and efficient execution by legislatures of their roles and functions in democratic governance;
- (c) participate in the preservation and transmission of parliamentary knowledge;
- (d) provide directly, or in collaboration with other institutions of higher learning, facilities for parliamentary research, studies and training; and



Act *The Institute for Parliamentary Studies Act* **2020**

- (e) mobilize external resources for implementation of unfunded priorities of the Institute.

4. Functions of the Institute.

The functions of the Institute are to—

- (a) conduct training of members of Parliament and staff of the Commission;
- (b) conduct training of local government councillors with a view of strengthening the linkages between the national Parliament and local government councils;
- (c) conduct training for members of Parliament and staff of the Commission on the procedures and practices of regional parliaments and regional assemblies;
- (d) conduct training for public officers employed in ministries, departments, agencies of Government and local governments on parliamentary procedures and processes;
- (e) organize and conduct orientation programs, lectures and seminars for members of Parliament and staff of the Commission;
- (f) organise or coordinate international trainings, attachments, study visits or study tours for members of Parliament and staff of the Commission;
- (g) conduct training and seminars for accredited media personnel and any other person accredited by Parliament;
- (h) arrange and conduct seminars, conferences, workshops and symposiums for members of Parliament and staff of the Commission on the efficient discharge of the functions of Parliament;
- (i) determine curriculum for research, training, studies and for any such subject in respect of research and training provided by the Institute under this Act;

Act *The Institute for Parliamentary Studies Act* **2020**

- (j) award certificates to members of Parliament, staff of the Commission and other persons trained by the Institute;
- (k) manage twining arrangements between the Parliament of Uganda and other parliaments, national assemblies or regional assemblies;
- (l) offer parliamentary studies for members of Parliament and staff of other parliaments;
- (m) collaborate with other national assemblies and centres or institutes executing similar mandates; and
- (n) undertake any other function which is incidental to the performance of any of the foregoing functions.

PART III—MANAGEMENT AND ADMINISTRATION
OF THE INSTITUTE

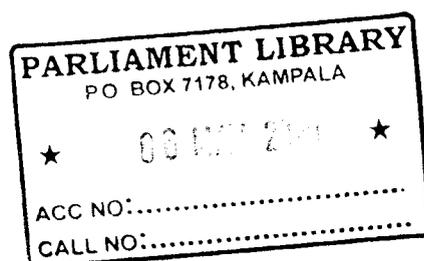
5. Management of the Institute.

(1) The Commission shall be the overall policy organ of the Institute and shall be responsible for the strategic direction of the Institute.

(2) Notwithstanding subsection (1), there is established a Board which shall be responsible for the management and administration of the Institute.

(3) The Board shall be appointed by the Commission and shall comprise of—

- (a) four members of Parliament, two of whom shall be male and two female and as much as is feasible represent the different shades of opinion in the House;
- (b) the Clerk, who shall be the secretary;
- (c) a lecturer at a recognised university who is at the level of senior lecturer or above and possesses knowledge and



Act *The Institute for Parliamentary Studies Act* **2020**

experience in capacity building, training or research in parliamentary functions;

- (d) a representative from the ministry responsible for local government not below the rank of Commissioner; and
- (e) the Executive Director, who shall be ex officio.

(4) A member of the Board referred to in paragraph (d) shall be nominated by the Minister responsible for local government.

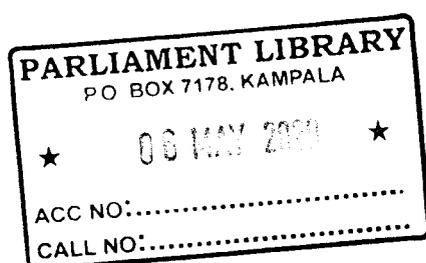
(5) The Chairperson of the Board shall be appointed by the Commission from among the members of the Board.

(6) Save for members referred to in subsection (3) (b) and (e), the other members of the Board shall serve for a renewable term of two and half years.

(7) A member of the Board shall be paid such honoraria or allowances as determined by the Commission.

(8) The Commission may, at any time suspend or terminate the appointment of a member of the Board for—

- (a) abuse of office;
- (b) corruption;
- (c) incompetence;
- (d) any physical or mental incapacity that renders the member incapable of performing the duties of that office;
- (e) failure to attend three consecutive Board meetings without reasonable ground; or



Act *The Institute for Parliamentary Studies Act* **2020**

(f) being adjudged bankrupt by a court of law.

(9) Notwithstanding subsection (6), a member of the Board may, at any time—

- (a) resign from office;
- (b) be removed from office if he or she ceases—
 - (i) to be a member of Parliament;
 - (ii) to be a staff of the ministry nominating him or her for appointment to the Board.

(10) Subject to the powers of the Commission and without prejudice to the generality of subsection (2), the Board shall have power to—

- (a) recommend for approval by the Commission, programs of the Institute;
- (b) administer the property and funds of the Institute;
- (c) receive, on behalf of the Institute or Parliament, gifts, donations or grants meant for the Institute; or
- (d) exercise any other power that may be granted to the Institute by the Commission.

6. Meeting of the Board.

(1) The Board shall determine its own procedure.

(2) A meeting of the Board shall be held at such time and place as may be determined by the chairperson.

(3) A meeting of the Board shall be presided over by the chairperson and, in the absence of the chairperson, by any other member as may be designated by the chairperson or agreed upon by the members.

(4) The quorum of the Board shall be one third.

(5) A member of the Board shall have one vote save for the chairperson who shall have a casting vote.

(6) Proceedings of the Board shall not be invalidated by reason of the existence of a vacancy among the members of the Board or a defect in constituting its members.

7. Executive Director.

(1) There shall be a public officer designated Executive Director of the Institute, appointed by the Commission.

(2) The Executive Director may participate in meetings of the Board except that the Executive Director shall not have a right to vote in decisions of the Board.

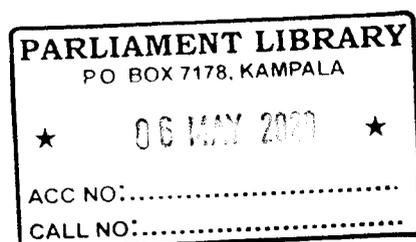
(3) The Executive Director shall hold office for five years, renewable once.

8. Functions of the Executive Director.

(1) The Executive Director is the accounting officer of the Institute and is responsible for the day-to-day operations and administration of the Institute.

(2) Subject to this Act and to the general supervision and control of the Commission, the Executive Director is responsible for—

- (a) the implementation of the policies and programmes of the Institute and reporting on them to the Commission, through the Board;
- (b) the sound management of funds and property of the Institute;
- (c) the organisation and management of the staff of the Institute;



Act *The Institute for Parliamentary Studies Act* **2020**

- (d) the development of an operational plan to guide the Institute in achieving its objectives;
- (e) co-operation with other lead agencies and organisations in matters related to functions of the Institute;
- (f) the development of an economic, efficient and cost effective internal management structure;
- (g) developing and implementing the strategic, operational and annual plans of the Institute;
- (h) ensuring that the policies of the Institute are implemented and that the agreed objectives, targets and service standards are met;
- (i) providing advice as required on all matters within the Institute's responsibility; and
- (j) performing any other duty necessary for the implementation of this Act as may be assigned to him or her by the Commission, through the Board.

9. Deputy Executive Director.

(1) There shall be a public officer designated Deputy Executive Director appointed by the Commission.

(2) The Deputy Executive Director shall hold office for five years, renewable once.

(3) The Deputy Executive Director shall perform duties assigned to him or her by the Executive Director.

(4) The Deputy Executive Director shall report to the Executive Director.

10. Other officers and staff of the Institute.

(1) The Commission may appoint other officers and staff of the Institute as may be necessary for the proper and efficient performance of the functions of the Institute.

(2) The employees appointed under this section shall hold office on such terms and conditions as may be determined by the Commission and specified in their instruments of appointment.

(3) The salary, emoluments and gratuity of the staff of the Institute shall be charged on the Consolidated Fund.

PART IV—FINANCES

11. Funds and sources of revenue of the Institute.

(1) The funds and sources of revenue of the Institute shall consist of—

- (a) money appropriated by Parliament for the purposes of the Institute;
- (b) grants, gifts or donations from the Government or other sources made with the approval of the Commission;
- (c) externally mobilized grants;
- (d) revenue earned from activities of the Institute under this Act; and
- (e) any other funds received by the Institute in the performance of its functions under this Act.

(2) All non-tax revenue raised by the Institute shall be remitted to the Consolidated Fund.

12. Fees.

The Institute may charge fees for the provision of services as may be determined by the Commission in consultation with the Board.

13. Duty to operate on sound financial principles.

In the performance of its functions under this Act, the Institute shall have due regard to sound financial principles.

14. Power to open and operate bank accounts.

The Institute shall, with the authority of the Accountant General, open and maintain such accounts as may be necessary for the performance of the functions of the Institute.

15. Estimates.

(1) The Executive Director shall, within three months before the end of each financial year, prepare and submit to the Board for its consideration, estimates of the income and expenditure of the Institute for the next financial year.

(2) The Board shall, within two months of receipt of the estimates referred to in subsection (1), submit the estimates to the Commission, which shall submit it to Parliament for approval.

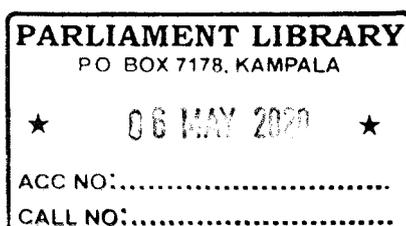
16. Financial year of the Institute.

The financial year of the Institute shall be same as the financial year of Government.

17. Accounts and audit.

(1) The Institute shall keep proper books of accounts and all records relating to the transactions and affairs of the Institute.

(2) The Auditor General or an auditor appointed by the Auditor General shall, in each financial year, audit the accounts of the Institute.



Act *The Institute for Parliamentary Studies Act* **2020**

(3) The Auditor General or an auditor appointed by the Auditor General shall within three months after receipt of the accounts submit to Parliament a report on the audited accounts of the Institute.

(4) The Auditor General shall submit the audited accounts of the Institute to Parliament in accordance with the National Audit Act, 2008.

PART V—MISCELLANEOUS

18. Annual and other reports.

(1) The Executive Director shall not later than six months after the end of a financial year make and submit to the Commission, through the Board, a report on the activities of the Institute of the preceding financial year.

(2) The Executive Director shall through the Board submit to the Commission quarterly reports and other reports as the Commission may from time to time require.

(3) The Commission shall within thirty days of receipt of the annual reports submit the annual reports to Parliament.

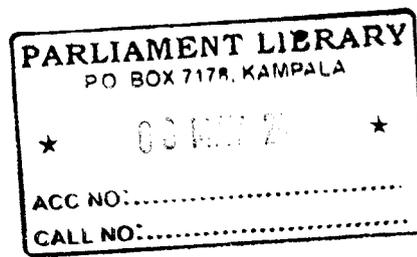
19. Regulations and policies.

(1) The Commission may make regulations and policies for the better implementation of this Act.

(2) All regulations made under this Act shall be laid before Parliament.

20. Application of Parliamentary Service (Staff) Regulations, S.I. No. 29 of 2019 and Human Resources Policy Manual.

The Parliamentary Service (Staff) Regulations S.I. No. 29 of 2019 and the Human Resources Policy Manual shall apply where—



Act *The Institute for Parliamentary Studies Act* **2020**

- (a) regulations or policies are not made under this Act;
- (b) the regulations or policies made under this Act do not make provision on any specific matter.

21. Transitional provisions.

(1) Rights, assets, liabilities and obligations of the Department of the Institute of the Parliamentary Studies immediately before the commencement of this Act are transferred to the Institute.

(2) An officer of the Commission earlier appointed in the service of the Department of the Institute of the Parliamentary Studies before the coming into force of this Act, shall be deemed to have transferred their service under this Act.

(3) An officer of the Commission earlier appointed in the service of the Department of the Institute of the Parliamentary Studies on permanent and pensionable terms before the coming into force of this Act, shall continue to be members of the Parliamentary Pension Scheme.



THE REPUBLIC OF UGANDA

This printed impression has been carefully compared by me with the bill which was passed by Parliament and found by me to be a true copy of the bill.

.....
Clerk to Parliament

Date of authentication: 22nd/04/2020