

KNOW YOUR PARLIAMENT



#KnowyourparliamentUG

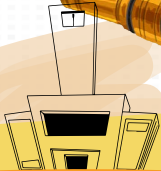
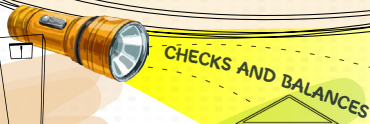
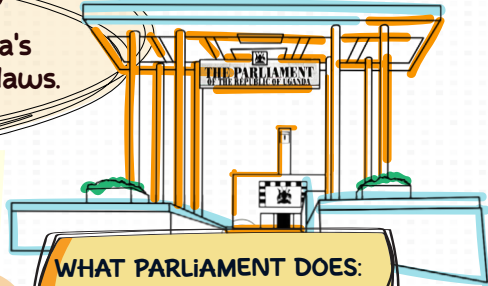


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WHAT IS PARLIAMENT?

It is the legislative branch of Uganda's Government responsible for making laws.



Legislature
(Parliament)



Executive



Judiciary

WHAT PARLIAMENT DOES:

- 1 Make laws.
- 2 Protect the Constitution.
- 3 Approve the national budget.
- 4 Vet and approve ministers.
- 5 Approve judicial officers.

PARLIAMENT IS MADE UP OF:

- 1 Speaker (Heads Parliament).
- 2 Directly elected MPs (for each district).
- 3 Woman representatives.
- 4 Representatives of Special Interest Groups (S.I.Gs).



- Workers (5)
- Youth (5)
- Elderly (5)
- Army (10)
- Differently Abled Persons (5)



Ex officio members include the Vice President, Prime Minister and Ministers. These do not have a right to vote on any issue requiring a vote in Parliament.

BECOMING A MEMBER OF PARLIAMENT (MP)

QUALIFIERS ✓

DISQUALIFIERS ✗



Years



Ugandan Citizen



Registered voter



S.6 Certificate



Being in a state of unsound mind.*



Being a traditional or cultural leader.*



Working in an election related office.



Being declared bankrupt.



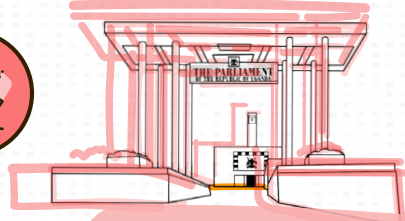
Being under a sentence of death or imprisonment of more than 9 months.

Subject to legal interpretation *



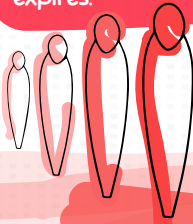
A local government council member or public officer should resign before contesting for an MP position.

ELECTIONS



General elections are held every 5 years.

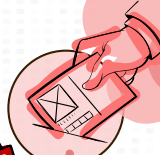
30 days before Parliament's term expires.



By-elections are held

60 days

after the clerk notifies the Electoral Commission of an empty seat in Parliament.



A by-election shall not be held 6 months prior to a general election of Parliament.



LOSING A SEAT IN PARLIAMENT

MPs can lose their seats when:

They resign their office in writing.



They violate the Leadership Code of Conduct.



They are appointed by a public officer.



They are absent from 15 of Parliament without the Speaker's written permission.



Parliament gets dissolve



They are recalled by their voters or the public.

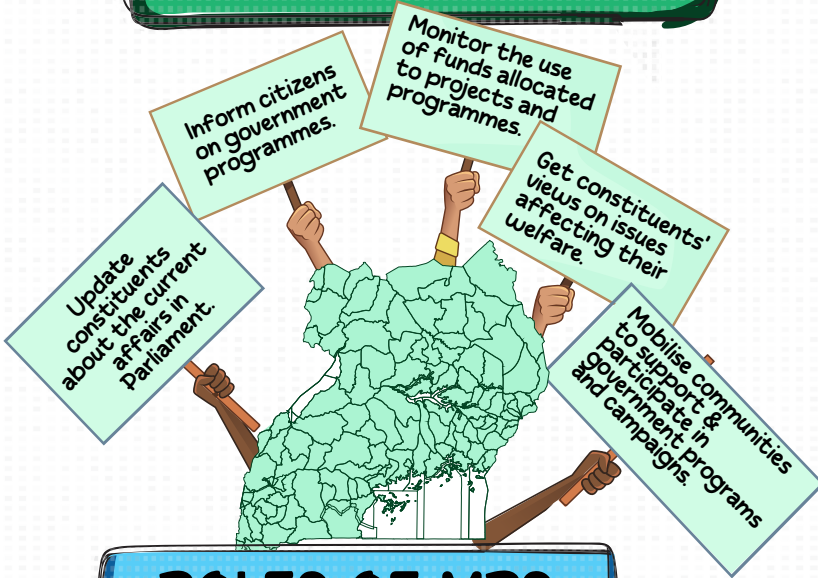


Subject to legal interpretation ✦

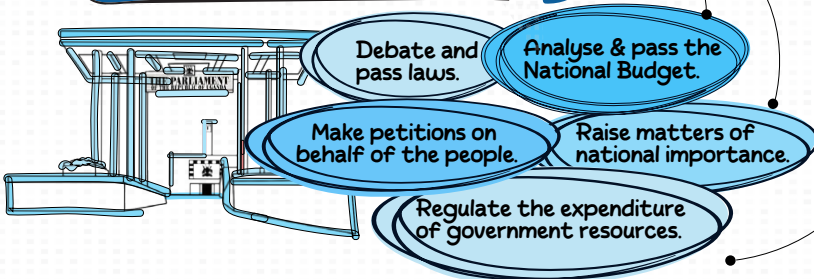


Ex officio members include the Vice President, Prime Minister and Ministers. These do not have a right to vote on any issue requiring a vote in Parliament.

ROLES OF MPS IN CONSTITUENCIES



ROLES OF MPS IN PARLIAMENT



MPs ARE NOT OBLIGED TO: Buy ambulances, construct or repair roads and bridges, build hospitals or schools, and pay school fees for children in their areas.

ROLES OF THE SPEAKER

The Speaker is the Political Head of the institution of Parliament.



Chairs all the sittings of Parliament.

Oversees the functioning of the Parliamentary Service through the Clerk to Parliament.

Connects Parliament with the Executive.



Receives dignitaries & high-profile visitors to Parliament.

Issues external high-level communication on behalf of Parliament.

Conducts inter-Parliamentary relations.

Ensures that the Rules of Procedure are observed.

Represents Parliament in its corporate relations.



THE DEPUTY SPEAKER

Performs the same roles as the Speaker when the Speaker is absent or out of office.

ROLES OF THE CLERK

The Clerk is the Secretary to the Parliamentary Commission.

Responsible to the Speaker for the general working and efficient conduct of the business of the Parliamentary Service.

Heads the Parliamentary Service.

Manages the record and minutes of the meetings of the Commission.



The Clerk is also the clerk to every Committee and may delegate his or her duties to a Deputy Clerk or Clerk Assistant. The Clerk is at the rank of Permanent Secretary and is appointed by the President.

THE LEADER OF OPPOSITION IN PARLIAMENT (LOP)

Is appointed by the opposition party with the highest number of MPs in Parliament. The Speaker is informed in writing by the party Secretary General. The Speaker then announces the LOP.

The LOP is a member of the Business Committee and the Appointments Committee.



ROLES AND FUNCTIONS OF THE LEADER OF OPPOSITION

To attend Committee deliberations on policy issues, to give the party's views, opinions and propose possible alternatives.

To appoint a shadow cabinet from members of the opposition in consultation with his/her party.



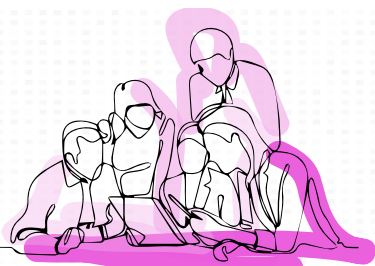
To study all policy statements of government with his or her shadow ministers.

To keep the government in check.



The office of the LOP is equivalent to that of a cabinet minister in government and as such, is entitled to similar benefits and privileges of a cabinet minister.

ROLES OF THE OPPOSITION IN PARLIAMENT



To question and hold members of the executive accountable to the public.



To debate bills in Parliament.



To provide alternatives to government policies.

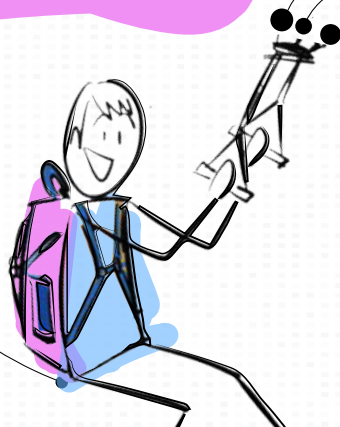


To scrutinize the work of the government.



To work on committees that examine bills.

To chair accounting committees in Parliament to check government spending.



WHIPS IN PARLIAMENT



GOVERNMENT CHIEF WHIP

Appointed from among MPs representing the ruling party in Parliament by the government.



CHIEF OPPOSITION WHIP

Appointed by the opposition party with the highest number of MPs in Parliament.



PARTY WHIP

Appointed by a party with representation of an MP in Parliament.



FUNCTIONS:

- 1 Organize party business in Parliament.
- 2 Inform members of parliamentary business.
- 3 Supply lists of MPs to serve on Standing and Sectoral Committees.
- 4 Co-operate with Whips to effect and coordinate agreed parliamentary business.
- 5 Ensure exchange and cooperation between party leaders (MPs) & other party members (MPs)
- 6 Arrange representation of party members on official parliamentary delegations.
- 7 Act as tellers when a division is ordered during electronic voting.



They ensure that their respective party MPs participate in all Parliament proceedings like plenary, committee meetings, and voting.

VOTING IN PARLIAMENT

VOICE VOTING (AYES/NOES)

Is the default voting method where a matter is to be put to vote.

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



SECRET VOTE

- Electing or removing a person holding office under the Constitution or a law made under the Constitution.
- Removing of a Commissioner. House chooses secret ballot to resolve a matter.



ROLL CALL AND TALLY

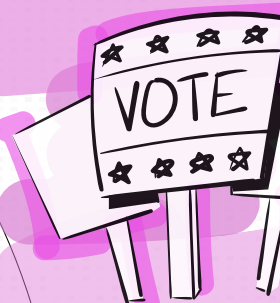
(The Speaker calls out MPs by name)
Used when:


- Deciding to censure a Minister.
- Deciding an appeal from the President.
- Deciding a reference from the Appointments Committee on an appeal to the House.
- Amending the Constitution through an Act of Parliament at the 2nd and 3rd reading of the Bill. *

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



The Speaker may designate a specific voting method for a Member virtually present in the House or where the member is unable to vote through any of the voting methods.






ELECTRONIC VOTING

Is ordered by the Speaker when:

- The House resolves that a matter be voted upon electronically. *
- 40+ members disapprove the outcome of voice voting.

A member casts his or her vote by pressing either the "Yes", "No" or "Abstain" button.




DIVISION

(MPs are separated in lobbies to vote AYES OR NOES)

Is ordered by the Speaker when:

- Electronic voting cannot proceed because of a technical failure, confusion or error.
- 40+ members disapprove the outcome of voice voting.



A member may vote verbally if he/she is unable to vote electronically for a justifiable reason. *



LEADERSHIP CODE OF CONDUCT

Ensures the promotion and maintenance of honesty, probity, impartiality and integrity in public affairs and the protection of public funds and property.

Prohibits conduct which is:

likely to compromise the honesty, impartiality & integrity of specified officers.

likely to lead to corruption in public affairs,

is detrimental to the public good or welfare or good governance.

Requires specified officers to declare their incomes, assets, liabilities and how these were acquired.



An officer who breaches the Code of Conduct shall be disqualified for holding any other appointive or elective public office.

PETITIONS



Are written applications by an individual or a group of people for Parliament to:

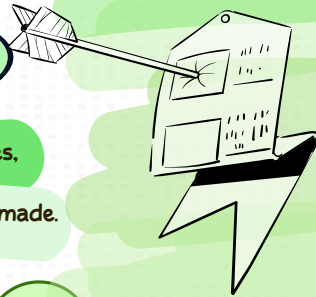
- 1 take action,
- 2 grant relief,
- 3 grant favours,
- 4 grant privileges.

Must be on a matter which Parliament has power to act upon.

Are filed with the Clerk.

A member presenting the petition shall state:

- 1 the parties,
- 2 the number of signatures,
- 3 the allegations made,
- 4 the requests being made.



Petitions of urgent matters may be referred to a particular Minister or Committee by the Speaker.

A Petition shall be disposed off within **45** days.



A Petition shall be rejected if it is not properly and respectfully worded. *



Subject to legal interpretation *

MINISTERS

MINISTERS CAN BE:

- 1 a Member of Parliament.
- 2 persons qualified to be elected Members of Parliament.



MINISTERS:

Shall be responsible for such functions of Government as the President may, from time to time, assign to them.

Shall not hold any office of profit or emolument likely to compromise their office.

The President appoints. Parliament approves.

MINISTER FOR STATE

Assists Cabinet Ministers in the performance of their functions.

FUNCTIONS OF MINISTERS

1 Determine, formulate and implement government policies.

2 May collectively be responsible for any decision made by the Cabinet.

3 Account to the President for the administration of their Ministries.



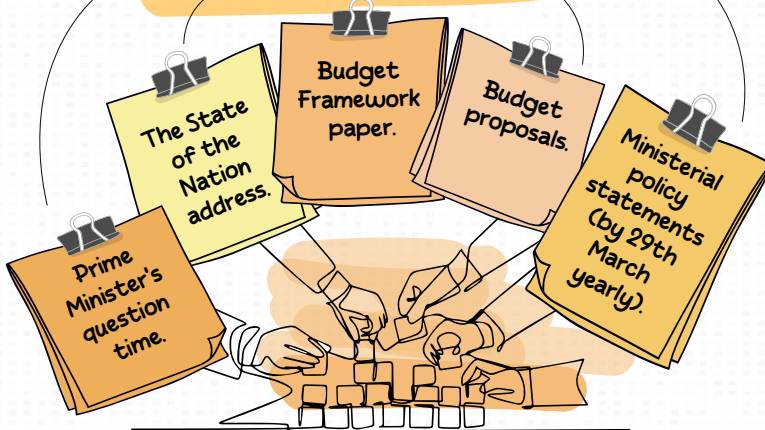
SHADOW CABINET

Is made up of Members of the Opposition in Parliament appointed by the Leader of the Opposition in consultation with his or her party leadership.

The shadow cabinet has the same portfolios and functions that correspond to those of Cabinet Ministers.

The shadow cabinet studies all policy statements of government.

The shadow cabinet provides alternative statements in response to:



Ministerial Policy Statements set out the performance and plans of spending agencies linking them with their policy objectives.

HOW A GOVERNMENT BILL BECOMES A LAW

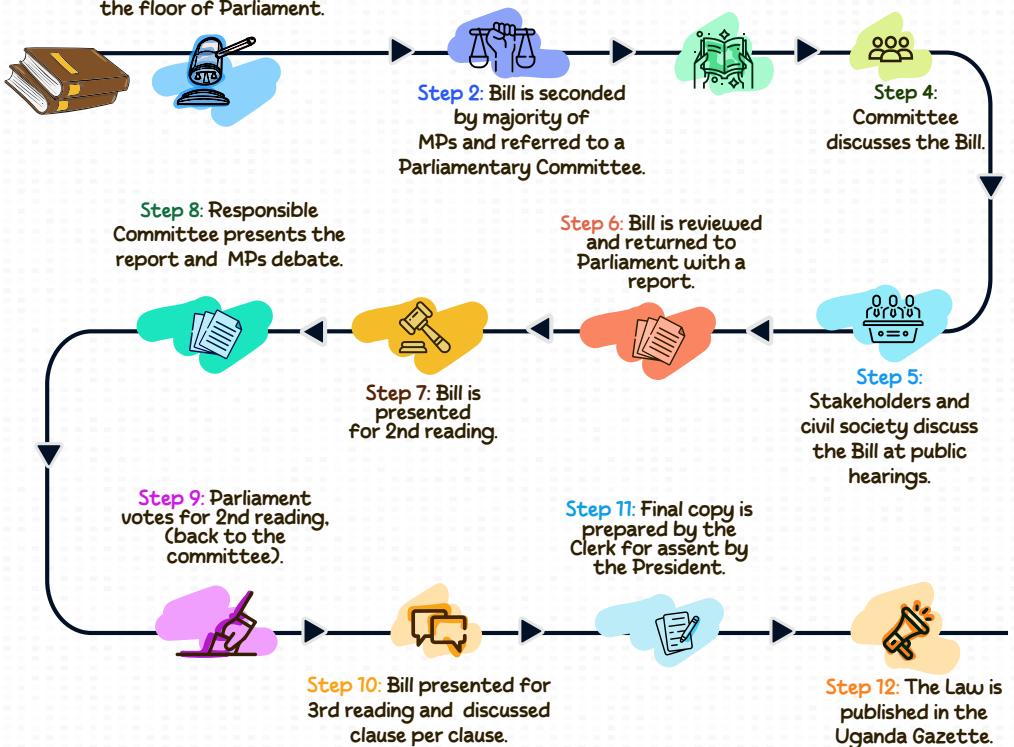
A GOVERNMENT BILL IS INTRODUCED BY A GOVERNMENT MINISTER.

Step 1:

Bill is introduced for 1st reading with a Certificate of Financial Implication on the floor of Parliament.

Step 3: Bill is

published in the Uganda Gazette.



Within 30 days, the President shall:

Sign the Bill (Assent),

or

Reject to sign the Bill,

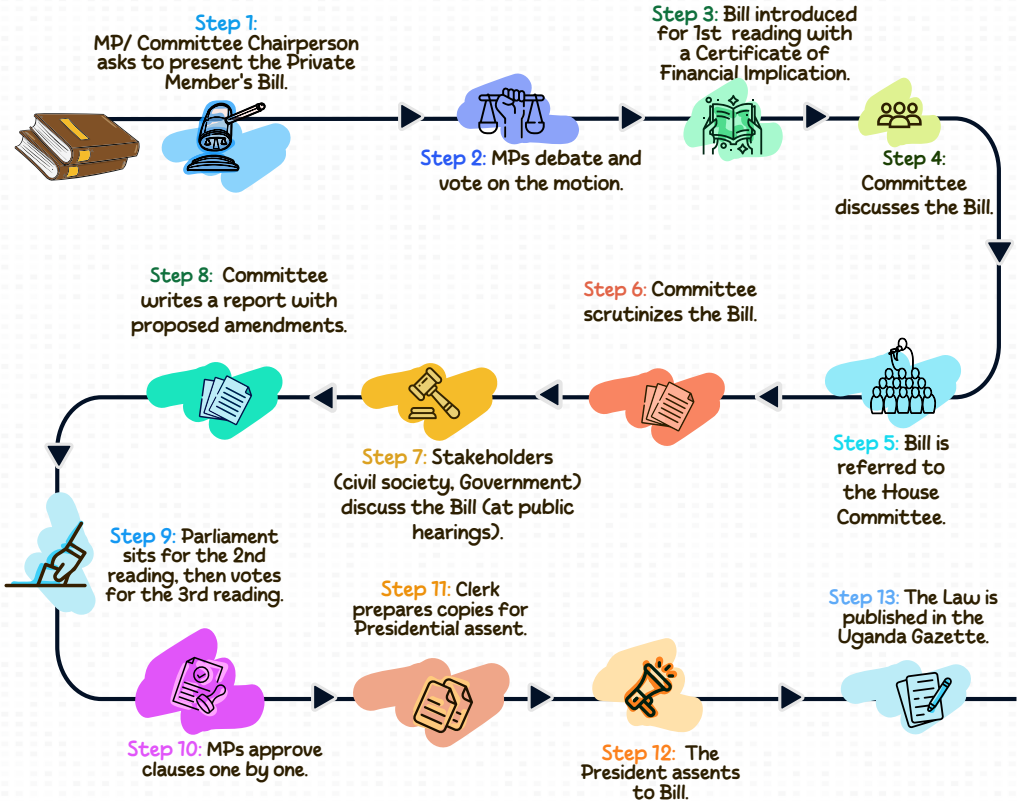
or

Return the Bill to Parliament for reconsideration.

A Bill may become Law without the President's assent if he/she returns it to Parliament two times. It should have of at least 2/3 of all MPs vote.

HOW A PRIVATE MEMBERS' BILL BECOMES A LAW

A PRIVATE MEMBERS BILL IS INTRODUCED BY ANY OTHER MEMBER OF PARLIAMENT. ITS DRAFTING REQUIRES LEGAL ASSISTANCE BY THE LEGAL DEPARTMENT OF GOVERNMENT.



Within 30 days, the President shall:

Sign the Bill (Assent),

Or

Reject to sign the Bill,

Or

Return the Bill to Parliament for reconsideration.

A Bill may become Law without the President's assent if he/she returns it to Parliament two times. It should have of at least 2/3 of all MPs vote.

COMMITTEES

are appointed by Parliament for the efficient discharge of its functions.

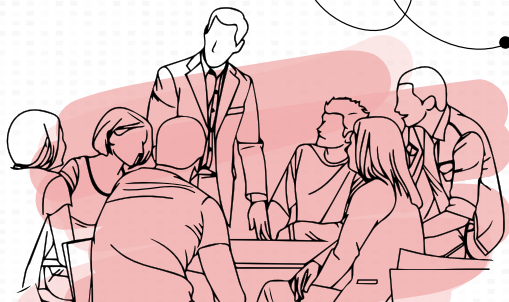
THEY INCLUDE:

Standing Committees (13) – have a tenure of 2 and a half years.

Sectoral Committees (15) – appointed by the House on the advice of the Business Committee, to investigate any matter of public importance that does not come under the jurisdiction of any Standing or Sectoral Committee, or that has not been dealt with by a Select Committee.

Select Committees – nominated by the Business Committee, for the consideration of such matters as referred by the House.

Ad Hoc Committees – appointed by the House on the advice of the Business Committee, to investigate any matter of public importance that does not come under the jurisdiction of any Standing or Sectoral Committee, or that has not been dealt with by a Select Committee.



COMMITTEE PROCESSES

INSTRUCTIONS TO COMMITTEES

The work of every Committee shall be confined to the matter referred to it by the House/Parliament. Instructions extending or restricting the order of reference may be moved in the House on any day before the report of the Committee.

MEETINGS OF COMMITTEES



Shall be held at such a time and place as may be determined by the Chairperson or his/her deputy.

May be called at the request of not less than 1/3 of the members.

A notice of not less than 48 hours shall be given to Committee members.



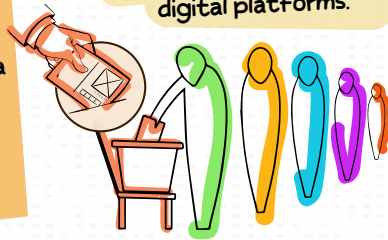
A committee chairperson or his/her deputy presides over the meetings.



Meetings can be attended by members using designated digital platforms.

DECISIONS BY THE COMMITTEE

are arrived at by consensus: where there is no consensus, a decision shall be made by the votes of the majority of members.



A member shall not belong to more than two Committees. At least 40% of the leadership of the Committees of Parliament should be women.

COMMITTEE REPORTS

Shall be signed & initialled by at least one third of all members of the Committee.



Shall be laid on the table of Parliament

Members of the Committee shall be collectively responsible for decisions in the report, shall not debate it on the floor of the House.

Shall form part of the record of the House.

Members' initials or signatures appended to the report shall not be withdrawn.

The report of a Committee on a Bill shall—



1 be uploaded on the Parliamentary information system.

2 only be debated after the expiry of at least three days from the day it was laid on table of Parliament



TIME FRAME FOR COMMITTEES TO REPORT:

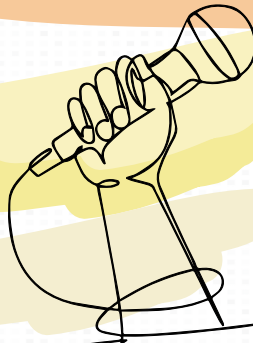


Minority Report

- 1 Member(s) dissenting from the opinion of a majority of a Committee may state in writing the reasons for his or her or their dissent.
- 2 The statements of reasons shall be appended to the report of the Committee.
- 3 A minority report shall be presented at the time of the consideration of the Committee report.
- 4 A member shall be afforded reasonable assistance by the Office of the Clerk to prepare a minority report.

Every Committee shall report to the House within 45 days.

The Committee may seek extra time where the need arises.



13 STANDING COMMITTEES

shall have a tenure of office of two and a half years, they include:



REPRESENTATION ON STANDING COMMITTEES

The Members of Standing Committees shall be selected from among MPs.

These committees shall be chaired and deputised by the official opposition party or organisation to check government spending:

Party whips shall appoint members to different Committees.

Independent members shall apply to the Clerk to join Committees of their choice.

Parties have powers to withdraw and relocate members to various Committees.

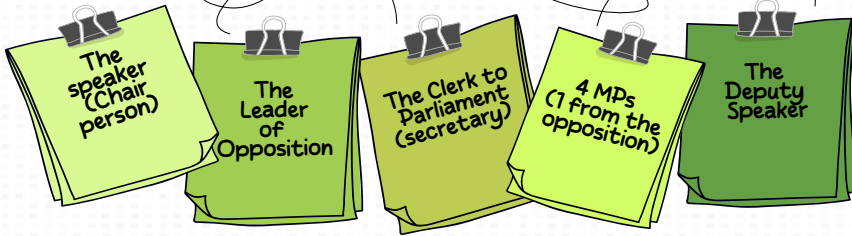
Membership of Standing Committees shall be between 15 to 35 members.

- 1 The Standing Committees on Public Accounts (Central Government)
- 2 Public Accounts (Local Government)
- 3 Public Accounts (Commissions, Statutory Authorities & State Enterprises)
- 4 Government Assurances & Implementation

PARLIAMENTARY COMMISSION

is responsible for the organisation and strategic guidance of the Parliament of Uganda.

COMPOSITION



FUNCTIONS OF THE COMMISSION:

Appoint, promote & exercise disciplinary actions over public officers in Parliament.

Review the terms and conditions of service, standing orders, training & qualifications of officers in Parliament.

Provide security staff to maintain proper security for MPs & Parliament facilities.

Prepare annual revenue estimates & expenditure for Parliament.

Ensure the efficient functioning of Parliament.

Make recommendations to Parliament to determine the allowances payable and privileges for the Speaker, Deputy Speaker and MPs.

Subject to legal interpretation *



A member of the Commission may be removed for inability to perform his/her functions because of infirmity of body or mind, misbehaviour, misconduct or incompetence. *

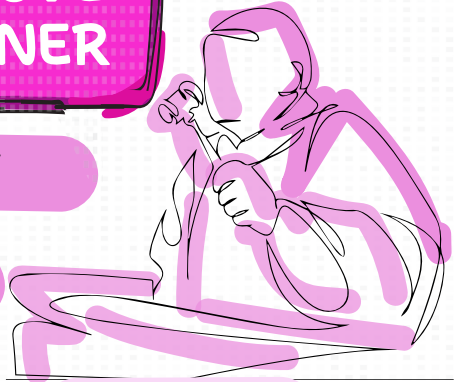
HOW TO REMOVE A COMMISSIONER

A motion in form of a notice to remove a Commissioner is written to the Clerk. (+)

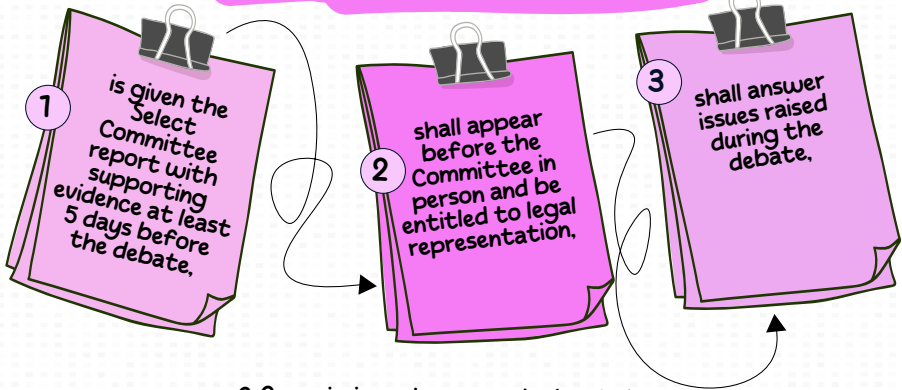
The notice is signed by not less than 1/3 of all the voting MPs. (+)

The notice states the grounds for the removal and supporting evidence. (+)

The motion is placed on the order paper 14 days after the Clerk receives it.



THE PERSON BEING REMOVED:



A Commissioner is removed when half of the voting MPs vote for his/her removal.



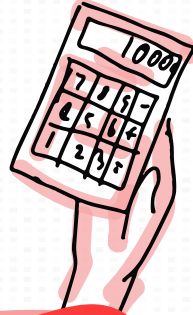
Debate on the motion for the removal of a person from office shall take precedence over all other debates on the Order Paper for the day.

ADMINISTRATION

FINANCIAL YEAR ESTIMATES

The Parliamentary Commission is in charge of administration of Parliament.

It prepares and submits yearly estimates of the expenses of departments of Parliament to the President.



EXPENSES OF PARLIAMENT

Administrative and operational expenses are charged on the Consolidated Fund.

These include: **salaries, allowances, gratuities and pensions payable to persons serving in Parliament.**



BANK ACCOUNTS

- 1 All monies received from the Government for Administration.
- 2 All monies appropriated by Law the purpose of carrying out its functions
- 3 All other monies received by Parliament in the exercise of its functions.

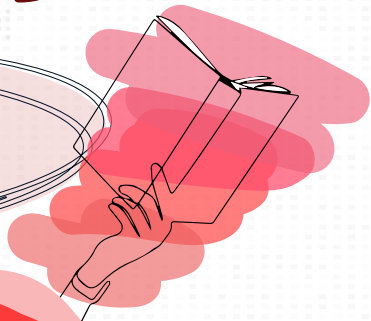


The Commission may establish procedures and expenditure for official overseas travel and purchases necessary for the various departments of Parliament.

ADMINISTRATION

TENDER BOARD

Controls and regulates the purchase and disposal of property and supply of works and services to Parliament.



DEPARTMENTS OF PARLIAMENTARY SERVICE

Department of the Speaker

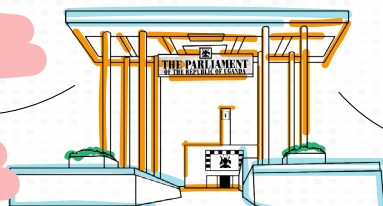
Department of sergeant-at-arms

Library, research and documentation

Department of the official report

Legislative counsel

Department of finance and administration



Supplementary Budget

SUPPLEMENTARY BUDGET

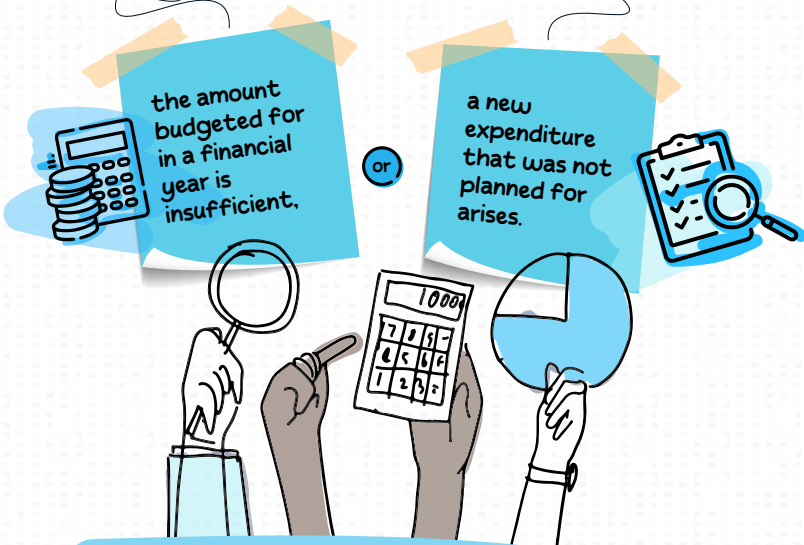
Is laid before Parliament by the Minister through a Supplementary Appropriation Bill.

SUPPLEMENTARY BUDGET IS MADE WHEN:

the amount budgeted for in a financial year is insufficient.

or

a new expenditure that was not planned for arises.



The Supplementary Budget shall be financed from the Contingency Fund.



The total sum of money in a Supplementary Budget shall not exceed the total of the money in the Contingency Fund.

SUPPLEMENTARY BUDGET APPROVED BY

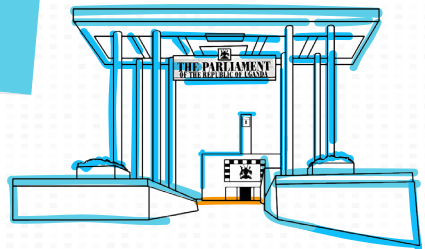
1 Parliament, 

2 The Minister of Finance where the supplementary expenditure is:

a) unabsorbable
- expenditure that cannot be funded through virement.

b) unavoidable
- expenditure that cannot be postponed to the next financial year.

c) unforeseeable.



Unforeseeable does not include an expenditure that was foreseeable at the time of preparation of the budget of the vote or that should have been included in the budget of the vote.

CLASSIFIED EXPENDITURE

Are expenses and commitments incurred in relation to defence and national security purposes.

CLASSIFIED EXPENDITURE BUDGET IS SCRUTINISED BY:



1 the chairperson of the Committee responsible for budget.



2 a member appointed by the Speaker.



3 the chairperson of the Committee responsible for defence & internal affairs.

CLASSIFIED EXPENDITURE BUDGET IS SCRUTINISED BY:



The accounting officer submits financial statements on classified expenditure to the: Minister, Accountant General and Auditor General.

The Auditor General then examines and audits the accounts.



Classified expenditure budget is presented as a single line item to ensure the confidentiality of defence and national security matters.





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PREPARED BY:



**EVIDENCE AND
METHODS LAB**