

CHAPTER 93

THE PUBLIC SERVICE (NEGOTIATING, CONSULTATIVE AND DISPUTES SETTLEMENT MACHINERY) ACT

Arrangement of Sections

Section

PART I—INTERPRETATION

1. Interpretation

PART II—CONSULTATIVE COMMITTEES

2. Consultative committees and their functions

PART III—NATIONAL NEGOTIATING AND CONSULTATIVE COUNCIL

3. National Negotiating and Consultative Council and its functions

PART IV—PUBLIC SERVICE TRIBUNAL

4. Public Service Tribunal and its functions
5. Secretary to Public Service Tribunal

PART V—ESSENTIAL SERVICES

6. Essential services

PART VI—STRIKES IN PUBLIC SERVICE

7. Strikes in public service

PART VII—MISCELLANEOUS

8. Offence and penalty
9. Power to amend Schedules
10. Regulations

SCHEDULES

<i>Schedule 1</i>	Currency Point
<i>Schedule 2</i>	Recognition Agreement
<i>Schedule 3</i>	Consultative Committee Rules and Procedures
<i>Schedule 4</i>	Rules and Procedures for Negotiating Terms and Conditions of Service
<i>Schedule 5</i>	Rules and Procedures Relating to Hearing of Grievances by Council
<i>Schedule 6</i>	Essential Services

CHAPTER 93

THE PUBLIC SERVICE (NEGOTIATING, CONSULTATIVE AND DISPUTES SETTLEMENT MACHINERY) ACT

Commencement: 1 October, 2008

An Act to provide for the establishment of a public service negotiating, consultative and disputes settlement machinery; to provide for the creation of consultative committees in each department or other unit or subdivision of Government and in each local government, to offer conciliation services in labour disputes; to provide for the establishment of a National Negotiating and Consultative Council to, among other things, facilitate consultations, dialogue and negotiations between the Government as employer and public service labour unions; to provide for the establishment of a Public Service Tribunal to arbitrate labour disputes and secure harmonious labour relations in the public service and for related matters.

PART I—INTERPRETATION

1. Interpretation

In this Act, unless the context otherwise requires—

- “arbitration” means the process of judging officially how an argument should be settled;
- “autonomous body” means a Government agency, authority, commission or institution, which is part of the public service but which, by virtue of the law establishing it or under which it is established has other control of its own affairs or is otherwise independent;
- “collective bargaining agreement” means a written agreement relating to terms and conditions of employment concluded and signed between one or more labour unions and one or more employers or employers’ organisations;
- “conciliation” means a process of trying to get people to agree;
- “council” means the Public Service Negotiating and Consultative Council established under section 3;
- “court” has the meaning assigned to it by the Constitution;
- “currency point” has the value assigned to it in Schedule 1 to this Act;

- “department” means a department of a ministry, local authority or local government;
- “disputes settlement machinery” means a process through which disputes are reported, registered and handled for the purpose of settlement;
- “essential services” means services, which if withdrawn abruptly may
- (a) cause loss of life;
 - (b) threaten the well-being of society;
 - (c) cause major disruption in the nation; or
 - (d) cause disaster;
- “grievance” means a complaint or feeling of being marginalised due to unfair treatment;
- “joint negotiating committee” means a committee of representatives nominated by the public service labour unions to represent them in bilateral negotiating and consultative fora with the employers’ representatives;
- “labour dispute” means any dispute between an autonomous body, a department or a local government as employer and a public officer or any other employee of the public service relating to the terms and conditions of service of a public officer or any other employee of the public service;
- “labour union” means any organisation of employees created by employees for purposes of representing the rights and interests of employees, and includes a registered labour union in existence at the commencement of this Act;
- “local government” has the meaning assigned to it by the Local Governments Act;
- “lock-out” means the withholding of work from employees by an employer in order to gain concession from the employees;
- “Minister” means the Minister responsible for public service;
- “Ministry” means a Ministry of the Government;
- “public officer” has the meaning assigned to it by Article 257 of the Constitution;
- “public service” has the meaning assigned to it by Article 257 of the Constitution;
- “public service labour union” means a registered labour union as defined in the Labour Unions Act, which is designated by the Minister by statutory instrument to be a public service labour union for the purposes of this Act;

- “Recognition Agreement” means the agreement between the Government and the public service labour union set out in Schedule 2 to this Act;
- “responsible officer” means an officer of Government at the rank of commissioner or above, who is delegated the powers and responsibilities of a Ministry, department, agency, authority, commission or institution, including a local government;
- “strike” means the go slow or the sit down by a body of persons employed and acting in combination, or a concerted refusal or a refusal under a common understanding, of any number of persons employed to continue to work for an employer in consequence of a dispute, done as a means of compelling the employer, or to aid other employees, to accept or not to accept terms or conditions affecting the employment;
- “Tribunal” means the Public Service Tribunal established under section 4(1);
- “union representative” means a person appointed by a public service labour union to represent that union.

PART II—CONSULTATIVE COMMITTEES

2. Consultative committees and their functions

- (1) There shall be in each autonomous body, ministry, department, local government or such division or unit of the public service as may be prescribed by the Minister by statutory instrument, a consultative committee consisting of a chairperson and not less than ten other members.
- (2) Every consultative committee shall consist of five persons representing an autonomous body, ministry, department, division, or unit of the public service, as the case may be, and five union representatives.
- (3) The functions of a consultative committee are—
- (a) to hear and offer conciliation services in labour disputes in any autonomous body, ministry, department, local government, division or unit of the public service;
 - (b) to act as a forum for involving public officers and other employees in the public service in policy issues that affect them.

(4) The rules and procedures which shall govern a consultative committee are as set out in Schedule 3 to this Act.

(5) In the event of an impasse, a labour dispute shall be declared and reported to the Public Service Negotiating and Consultative Council.

**PART III—PUBLIC SERVICE NEGOTIATING AND
CONSULTATIVE COUNCIL**

3. Public Service Negotiating and Consultative Council and its functions

(1) There shall be a Public Service Negotiating and Consultative Council consisting of a Chairperson and not less than five other members.

(2) The Chairperson and other members of the Council shall be appointed by the Minister on terms and conditions of service determined by the Minister in consultation with the Minister responsible for finance.

(3) The expenses of the Council shall be charged on the Consolidated Fund.

(4) The Chairperson of the Council shall be a person of high moral character and proven integrity, with considerable experience and demonstrated competence in the conduct of public affairs or in the settlement of disputes between contending employers and employees.

(5) A person shall resign his or her office or appointment as Chairperson of the Council if that person is or becomes—

- (a) a member of Parliament;
- (b) a member of a local government council;
- (c) a member of the executive of a political party or a political organisation;
- (d) a member of any board or other authority responsible for the management of the public service; or
- (e) a public officer.

(6) The functions of the council are—

- (a) to conduct and facilitate consultations, dialogue and negotiations between the Government, an autonomous body or a local

government as the employer and the Public Service Labour Union, on the terms and conditions of service of members of the union;

- (b) to act as a forum for discussions, consultations and negotiations on issues specified in the Recognition Agreement set out in Schedule 2 to this Act; and
- (c) to act as a forum for involving public officers and other employees in the public service in the process of formulating policy in the public service.

(7) During any negotiation or consultation, the persons representing the Government shall be led by the Head of the Public Service, and shall be composed of representatives of the Ministries responsible for the public service, finance, justice, local governments and such other Ministries as the Minister may determine.

(8) The public service labour unions shall form a joint negotiating team consisting of at least two members from each public service labour union, to negotiate on issues of common interest; but individual labour unions may negotiate on matters peculiar to them.

(9) The Ministry responsible for the public service shall be the secretariat to the Council.

(10) The Ministry responsible for labour shall provide technical advisory services to the Council.

(11) The Council shall meet twice in a year with the option to convene any emergency meeting.

(12) The rules which shall govern the negotiation of terms and conditions of service in the public service are as set out in Schedule 4 to this Act.

(13) The rules and procedures which shall govern the handling of grievances in the public service are set out in Schedule 5 to this Act.

PART IV—PUBLIC SERVICE TRIBUNAL**4. Public Service Tribunal and its functions**

(1) There shall be a Public Service Tribunal whose composition and functions are as specified in this section.

(2) The Tribunal shall consist of a chairperson, a vice chairperson and not less than four or more than six other members, half of whom shall be nominated by the public service labour union and appointed by the Minister, with the approval of the Cabinet.

(3) The Chairperson shall be a person of high moral character and proven integrity, and appointed by the Chief Justice from among persons who are experienced and knowledgeable about the public service, but that person need not be a lawyer.

(4) The terms and conditions of service of the Chairperson, the Vice Chairperson and other members of the Tribunal shall be as determined by the Minister with the approval of Parliament.

(5) The functions of the Tribunal are—

- (a) to hear and arbitrate, in accordance with the provisions of this Act, any labour dispute referred to it by the Minister;
- (b) to make awards or recommendations to the Government on labour disputes referred to it; and
- (c) to secure harmonious labour relations in the public service.

(6) The awards of the Tribunal shall be binding on both parties to the labour dispute.

(7) The Tribunal shall sit as and when a labour dispute is referred to it.

(8) For the purposes of dealing with any matter referred to it in this Act, and subject to section 3, the Tribunal may—

- (a) on its own volition or on the application of either party to the dispute, require any person to furnish, in writing or otherwise, such evidence in relation to the matter as the Tribunal may require; and

- (b) where necessary, call any person to attend in person and testify on oath or otherwise, or produce any document for the purpose of eliciting all such information as the Tribunal may consider necessary in the circumstances without being bound by the rules of evidence applicable in civil and criminal proceedings in a court.

(9) Where any witness objects to answering any question or to producing any document or thing—

- (a) on the ground that answering the question or producing the document or thing will incriminate him or her; or

- (b) on any other lawful grounds,

he or she shall not be required to answer the question or to produce the document or thing, nor shall he or she be liable to any penalty for refusing to do so; except that where a witness willfully and without any legal justification refuses to answer any question or produce any document or thing or give any information, he or she shall be liable to the penalty prescribed in section 8.

- (10) Two-thirds of the members of the Tribunal shall form a quorum.

(11) Subject to the provisions of this Act, the Tribunal shall regulate its own procedure.

(12) The expenses of the Tribunal shall be a charge on the Consolidated Fund.

5. Secretary to Public Service Tribunal

(1) There shall be a Secretary to the Public Service Tribunal who shall be a person qualified to be appointed to the office of director in the public service.

(2) The appointment of the Secretary to the Tribunal shall be on terms and conditions applicable to a director in the public service.

- (3) The Secretary to the Tribunal shall be responsible for—

- (a) receiving and registering any labour disputes referred to the Tribunal;

- (b) making arrangements for meetings of the Tribunal;

- (c) the recording and keeping of the minutes of the decisions and proceedings of the Tribunal; and
- (d) performing such other functions as the Chairperson of the Tribunal shall assign to him or her from time to time.

PART V—ESSENTIAL SERVICES

6. Essential services

- (1) Essential services are as specified in Schedule 6 to this Act.
- (2) Where collective withdrawal of labour from any essential services is contemplated in furtherance of a labour dispute, notice of a strike shall not be valid unless it is accompanied by a certificate signed by the Chairperson of the Council stating that—
 - (a) ninety days have elapsed since the date of the report of the labour dispute to the Council; and
 - (b) the disputes settlement machinery has been exhausted.
- (3) Labour disputes in essential services shall be dealt with expeditiously.

PART VI—STRIKES IN PUBLIC SERVICE

7. Strikes in public service

- (1) Workers in the public service shall have a right to withdraw labour or call a strike in furtherance of a labour dispute, provided the negotiating machinery is exhausted, according to section 6(2)(b).
- (2) Subsection (1) shall not apply to a lockout or a strike arising out of a labour dispute where
 - (a) any machinery or arrangement under this Act or otherwise for the settlement, by conciliation or arbitration, of the dispute has been resorted to and exhausted; or
 - (b) withdrawal of labour is due to unsafe and dangerous working environment.

- (3) Prior to a strike—
 - (a) advance notice shall be given in accordance with section 6(2), or any other written law; and
 - (b) the parties shall exhaust all avenues for conciliation, arbitration or dispute settlement provided for under this Act.

PART VII—MISCELLANEOUS

8. Offence and penalty

Any person who contravenes any provision of this Act commits an offence and is liable, on conviction, to a fine not exceeding fifty currency points or to imprisonment for a term not exceeding six months.

9. Power to amend Schedules

The Minister may, by statutory instrument, with the approval of Cabinet, amend the Schedules to this Act.

10. Regulations

The Minister may, by statutory instrument, make regulations on matters of negotiations and dispute settlement under this Act.

SCHEDULES

Schedule 1

Sections 1, 9

Currency Point

A currency point is equivalent to twenty thousand shillings.

Schedule 2

Sections 1, 3(6), 9

Recognition Agreement

This AGREEMENT is made this ____ day of _____ BETWEEN the Government of the Republic of Uganda (in this Agreement referred to as “the Government”) of the one part and the Public Service Labour Unions (in this Agreement referred to as “the Union”) of the other part, meeting together voluntarily to determine and regulate the relationship between them in the interests of mutual understanding and cooperation.

1. Interpretation

In this Agreement, unless the context otherwise requires, the following terms and expressions shall have the following meanings—

- “Act” means the Public Service (Negotiating, Consultative and Disputes Settlement Machinery) Act;
- “autonomous body” has the meaning assigned to it by the Act;
- “employment unit” means the place of work of a union member;
- “essential services” means the services specified in Schedule 6 to the Act;
- “Government” includes a local government and an autonomous body;
- “public officer” has the meaning assigned to it by the Act;
- “public service labour union” has the meaning assigned to it by the Act;
- “responsible officer” includes the Permanent Secretary of a Ministry or a public officer of equivalent rank, head of a department, a chief administrative officer and town clerk of a local government council;
- “terms and conditions of service” includes the subjects for negotiation and consultation set out in Appendix 2 to this agreement;
- “Tribunal” has the meaning assigned to it by the Act;
- “union member” means a member of the public service labour union;
- “union official” means an elected or appointed officer of the union whose name has been placed on the Authorised Visitors’ List in accordance with rule 1 of Appendix 1 to this Agreement;
- “union representative” has the meaning assigned to it by the Act;

2. Recognition by Government

The Government accords full recognition to—

- (a) the union as the properly constituted and representative body representing the interests of union members in matters concerning their terms and conditions of service;
- (b) all properly constituted branches of the unions as may be set up.

3. Union officials' right of access

(1) To enable officials of the union to contact union members in any employing unit of Government in an orderly manner, the Government agrees, subject to subparagraph (2) of this paragraph, to permit the union officials to visit places of work; however, union representatives shall have a right of access to employees in ministries, departments, autonomous bodies or local governments only where the union representatives are listed on the Authorised Visitors' List as representing the union.

(2) Visits may be made and conducted under subparagraph (1) only in accordance with the Code of Rules set out in Appendix 1 to this Agreement.

4. Union officials

- (a) The union undertakes to inform the Government without delay of the names of union officials and union representatives following their election in accordance with the union's constitution.
- (b) The Government agrees not to enter into negotiations with persons purporting to represent the union other than its accredited representatives.
- (c) Union officials and representatives shall have the right of access mentioned in paragraph 3 subject only to the Code of Rules set out in Appendix 1 to this Agreement.

5. General principles

(1) The Government and the union recognise the country's interest in—

- (a) attaining and maintaining the highest level of efficiency and effectiveness in the public service within the constraints of the limited resources of the country;

- (b) attaining and maintaining good and harmonious labour relations; and
- (c) achieving the highest possible standard of safe and conducive working conditions, consistent with the economic reforms of the Government; and agree to cooperate towards attaining these ends.

(2) To achieve the aims referred to in subparagraph (1), the Government and the union agree—

- (a) to follow the procedures laid down in the Act; and
- (b) not to cause, countenance or support any lock-out or strike, until those procedures have been exhausted.

6. Right of access to superior officers

The union is aware that it is a constitutional duty of the Government to employ any person whether he or she is a member of the union or not; and nothing in this Agreement shall prevent an employee from having direct access to his or her superior officers in the public service or to discuss any matter which may affect him or her in connection with his or her employment.

7. Discrimination

(1) The objective of establishing this relationship is to achieve industrial peace through collective bargaining or negotiations and free association; and in this spirit, both Government and the union undertake not to discriminate against an employee in matters connected with his or her conditions of employment on account of his or her not being a member of the union.

(2) The Government shall not interfere with the rights of employees to join or continue as union members or discriminate, restrain, victimize or coerce an employee because of his or her recognised activity in a union.

8. Intimidation

The Government and the union agree to take all reasonable and practicable steps to ensure that neither party practices intimidation or uses abusive or intemperate language in their dealings with each other.

9. Negotiating Machinery and Disputes Settlement Procedure

(1) The machinery for negotiating terms and conditions of service of union members and for consultation on matters concerning the interests, well-being and efficiency of union members shall be such machinery as is laid down in the Act.

(2) The subjects for negotiation and consultation shall be as laid down in Appendix 2 to this Agreement.

(3) Any matter that contravenes any written law shall not be the subject of negotiation.

10. Compliance with the provisions of Agreement

(1) The Government and the union undertake to ensure that both parties and all their officials and representatives shall accept responsibility for compliance with the procedures laid down in the Act.

(2) The Government and the union shall take every possible step to prevent or bring to an end any action by any of its members which is at variance with the provisions of the Act and the spirit of this Agreement.

(3) Any controversy relating to or arising out of the interpretation or breach of this Agreement shall, as far as possible, be settled in accordance with the disputes settlement machineries provided for in sections 2, 3 and 4 of the Act.

11. Strikes and lock-outs

(1) The union agrees not to resort to strike action over any subject for negotiation and consultation specified in Appendix 2 to this Agreement, unless and until the machinery for negotiation and consultation provided for under the Act has been resorted to and exhausted.

(2) It is agreed that in the event of a strike or lock-out or disturbance in essential services the union shall ensure continuation of those services with minimum disruption.

12. Check-off system

(1) All unionised employees covered by this Recognition Agreement shall be required to contribute union dues by means of a check-off system under which ministries, autonomous bodies and districts of local governments undertake to deduct from all unionised employees union dues as will be advised by the Union General Secretary from time to time in accordance with the relevant laws.

(2) The acceptance of the check-off system by each individual shall be entirely voluntary and shall be authorised by a form signed by the employee.

(3) The amount to be deducted under the check-off system shall be the monthly rate of subscription fixed by the union in accordance with the union constitution.

(4) The Government shall not be responsible for issuing receipts to union members.

(5) The Government shall make no deductions on behalf of the union other than the monthly subscription.

13. General

(1) It is agreed that no information during any discussions, negotiations or consultations between the Government and the union shall be released to the press, radio, television or any information service bureau by either party except by mutual consent.

(2) The union undertakes to take appropriate measures to educate and improve awareness of its representatives and members of the contents of this Agreement.

(3) In their dealings, the Government and the union agree to adhere to and comply with the provisions of the Constitution, the Act, and any other applicable written law.

(4) The Government undertakes to take appropriate measures to educate and improve the awareness of managers of the provisions or contents of this Agreement.

14. Notices

All notices between the parties shall be addressed as follows—

(a) FOR THE GOVERNMENT
HEAD OF PUBLIC SERVICE/SECRETARY TO CABINET
OFFICE OF THE PRESIDENT
P.O. BOX 7168, KAMPALA.

(b) FOR THE UNION
GENERAL SECRETARY OF THE UNION
UNION HEADQUARTERS
UGANDA.

15. Commencement and duration of Agreement

(1) While this Agreement remains in force, its observance by both parties is a condition of the continuous recognition of the union by Government and *vice versa*.

- (2) This Agreement shall—
- (a) come into force and take effect from (the date of the Agreement);
 - (b) remain unaltered for a period of twelve months from that date of its coming into force;
 - (c) be renewed automatically every year unless either party wishes to modify or alter any of its terms and conditions.

(3) Any modifications or alterations to this Agreement will be mutually agreed upon by either party giving at least three months' notice in writing of that fact to the other party together with the proposed amendments which shall be in writing.

(4) This agreement shall come into force and take effect upon signature by both parties.

WHEREFORE the parties have on the day and year as mentioned above affixed their signatures.

FOR THE GOVERNMENT
HEAD OF THE PUBLIC SERVICE
AND SECRETARY TO CABINET

IN THE PRESENCE OF

FOR THE PUBLIC SERVICE LABOUR UNIONS
(GENERAL SECRETARIES OF THE UNIONS)

IN THE PRESENCE OF:

APPENDIX 1

**Rules Governing Access of Union Officials and Representatives to
Employing Units**

1.
 - (1) The union shall furnish to each department, ministry, autonomous body or district local government, a list of all those union officials and union representatives (hereinafter referred to as “officials”) who are authorised by the union to visit the department, ministry, autonomous body, or district for the purpose of conducting union affairs; and the list shall be known as the “Authorised Visitors’ List”.
 - (2) Five copies of the Authorised Visitors’ List shall be certified by both the responsible officer and the responsible union official and—
 - (a) a copy as so certified shall be given to the Registrar of Labour Unions;
 - (b) two copies as so certified shall be retained by each department, autonomous body, district or a local government; and
 - (c) two copies as so certified shall be retained by the union.
 - (3) An Authorised Visitors’ List shall be prepared in the manner prescribed in rule (1) after the expiry of each twelve months.
 - (4) Where during the twelve months the union desires to substitute one person for another person on the Authorised Visitors’ List, or to remove or to add a name, as the case may be, the union shall inform the responsible officer, and the substitution or addition shall be effected accordingly and confirmed in writing by the union.
 - (5) Four copies of the Authorised Visitors’ List as modified under subrule (3) shall be prepared and distributed in accordance with subrule (2).
2. Only officials whose names are on the Authorised Visitors’ List of a Ministry, department, autonomous body or local government shall be granted access to employing units for the purpose of conducting union business.

3. Every official whose name is on an Authorised Visitors' List shall be provided by the union with an identity card bearing a photograph of the official, which shall enable the official to be easily identified as the person he or she purports to be.
4. An official on visiting an employing unit shall—
 - (a) arrive at the employing unit only during the employing unit's normal working hours, unless special prior authority has been granted from the officer-in-charge of the employing unit for the visit to begin at some other time;
 - (b) report to the employing unit's office immediately upon arrival and inform the officer-in-charge of the employing unit about the nature of the business he or she wishes to conduct and the persons with whom he or she wishes to conduct such business;
 - (c) confine his or her attention to union affairs.
5.
 - (1) An official shall not hold any general meeting, whether of union members or of other persons, except—
 - (a) in accordance with any applicable written law for the time being in force;
 - (b) with the consent of the officer-in-charge of the relevant employing unit, and in a manner that is mutually agreed upon;
 - (c) subject to such conditions as may be imposed by the officer-in-charge in accordance with the provisions of rule 6.
 - (2) Unions shall regulate their own procedure.
6. The conditions which may be imposed by the officer-in-charge of an employing unit with respect to the holding of a general meeting may include specifications of—
 - (a) the date and the time at which the meeting may be held;
 - (b) the place or building in which the meeting may be held;
 - (c) the maximum duration of the meeting.
7. The Government reserves the right to withdraw or cancel any of the facilities or privileges granted to the union under these Rules—
 - (a) in the event of flagrant or persistent contravention of these Rules by the union;
 - (b) in the event of the union conducting or carrying out its duties in a manner that is directly and manifestly contrary to the spirit of these Rules.

8. In the event of any disagreement or controversy between the officer-in-charge of an employing unit or his or her duly nominated representative and an official of the union relating to contravention or alleged contravention of any of these Rules, the matter shall be reported in writing by either the officer-in-charge of the employing unit or his or her duly nominated representative or representative of the Union to the relevant responsible officer who shall inquire into the matter and either adjudicate or settle it or negotiate it with the union.

APPENDIX 2

Subjects for Negotiation and Consultation

1. Negotiable items

- (a) salaries/allowances
- (b) hours of work
- (c) health and safety at work
- (d) all types of leave
- (e) principles and procedures of redundancy
- (f) medical expenses and sick pay
- (g) funeral expenses
- (h) retirement and other terminal benefits
- (i) any other matter by mutual agreement

2. Items for consultation

- (a) disciplinary procedures
 - (b) welfare
 - (c) training
 - (d) promotion
 - (e) methods of salary payment
 - (f) technological changes
 - (g) policy aspects that affect employment *e.g.* employment policy, Structural Adjustment Programmes (SAP), incomes policy, schemes of service, *etc.*
 - (h) any other matters that may be deemed necessary
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Schedule 3

Sections 2(4), 9

Consultative Committee Rules and Procedures

1. Where a public officer or other employee of the public service has a grievance or a complaint against any other public officer or other employee of the public service—
 - (a) the aggrieved party shall first report the grievance or complaint to his or her immediate supervisor or manager; and failing any action by the supervisor or manager, report the grievance to his or her union representative who will prepare a memorandum setting out the grievance or complaint and submit it to the secretary of the relevant consultative committee with a copy to the other party affected by the grievance or complaint; and
 - (b) the secretary to the committee shall—
 - (i) register the grievance or complaint;
 - (ii) notify the other party to the grievance, the chairperson and other members of the committee about the grievance by furnishing each of them with a copy of the grievance or complaint;
 - (iii) in consultation with the chairperson, set a date for the hearing of the grievance or complaint, which shall not be earlier than fourteen working days after the notification in subparagraph (ii), and circulate the hearing date to the other party to the grievance and other members of the committee; and
 - (iv) call upon the other party to the grievance or complaint to prepare and submit the reply to the secretary not later than four working days before the hearing date, a reply to the grievance or complaint.
2. A consultative committee shall meet at least once in every three months.
3. A consultative committee shall be chaired by the head of the relevant autonomous body, ministry, department, local government, division or unit of the public service.
4. The secretary to a consultative committee shall be a personnel officer of the relevant autonomous body, ministry, department, local government, division or unit of the public service and in his or her absence, the

committee shall choose from among its members someone to act as secretary.

5. Subject to these rules, a consultative committee may regulate its own procedure.
6. Two-thirds of the members of a consultative committee shall constitute a quorum.

Schedule 4

Sections 3(12), 9

Rules for Negotiating Terms and Conditions of Service

1. Negotiations on remunerative items shall be made by a Collective Bargaining Agreement (CBA) which shall form part of the terms and conditions of service in the public service.
 2. The centralised Collective Bargaining Agreement on salaries in the public service shall apply to local governments.
 3. The provisions relating to negotiable items in a Collective Bargaining Agreement (CBA) shall only be varied by agreement of both parties; and any proposal by a party to vary any such provision shall be notified to the other party in writing within three months after formulating the proposal.
 4. In negotiating matters that have implications on monetary expenditure, parties shall conclude their negotiations during the budgetary phase in each financial year.
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Schedule 5

Sections 3(13), 9

Rules and Procedures Relating to Hearing of Grievances by Council

1. The party with a grievance shall submit a written memorandum of the grievance to the Secretary to the Council with a copy to the other party.
2. The Secretary to the Council shall—
 - (a) register the grievance;
 - (b) notify the other party to the grievance, the Chairperson and all other members of the Council about the grievance by furnishing a copy of the memorandum of the grievance to each of them; and
 - (c) in consultation with the Chairperson, set a date for the hearing of the grievance, which shall not be earlier than fourteen working days after the date on which copies of the memorandum of the grievance are circulated to the other party to the grievance and the other members of the Council under subparagraph (b).
3. The Secretary shall request the other party to the grievance to prepare and submit to the Secretary, a reply to the grievance not later than four working days before the date for hearing the grievance.
4. The hearing of a grievance shall be completed within sixty working days from the date of registration of the grievance.
5. During the hearing of a grievance, the parties to the grievance shall—
 - (a) negotiate in good faith;
 - (b) not victimise or intimidate one another;
 - (c) avoid taking to the press matters in dispute;
 - (d) exercise patience and restraint; and
 - (e) show mutual respect and trust.
6. A memorandum of agreement shall be signed after both parties have reached a consensus.
7. In case of a dead-lock, a report of the dispute which forms the basis of the grievance shall be sent by the Chairperson of the Council to the

Minister within two working days, requesting the Minister to refer the matter to the Tribunal.

8. The Minister may, within five working days, refer the matter back to the Council with guidelines regarding how, and a time frame within which, the grievance may be resolved, or refer the matter to the Tribunal.

Schedule 6

Sections 6(1), 9, Schedule 2
paragraph 1

Essential Services in Public Service

1. Fire services
2. Meteorological services
3. Education services
4. Uganda computer services
5. Health, sanitary facilities and hospitals
6. Transport services necessary for the operation of the services set out in this Schedule
7. Water and electricity
8. Air traffic services
9. Telecommunications

History: Act 10/2008; S.I. 39/2008

Cross References

Constitution

Labour Unions Act, Cap. 228

Local Governments Act, Cap. 138

CHAPTER 94

**THE SALARIES AND ALLOWANCES
(SPECIFIED OFFICERS) ACT**

Arrangement of Sections

Section

1. Interpretation
2. Power to amend Schedule 1
3. Salaries, allowances and benefits of specified officers
4. Regulations
5. Gratuity payable to certain specified officers

SCHEDULES

<i>Schedule 1</i>	Specified Officers
<i>Schedule 2</i>	Salaries, Allowances and Benefits of Specified Officers

CHAPTER 94**THE SALARIES AND ALLOWANCES (SPECIFIED OFFICERS) ACT**

*Commencement:*¹ 1 July, 1998;
1 October, 1999

An Act to provide, in pursuance of Article 158 of the Constitution, for the salaries and allowances to be paid to the holders of certain offices, the salaries and allowances in respect of which are charged on the Consolidated Fund and for related matters.

1. Interpretation

In this Act, unless the context otherwise requires—

“Commission” includes the National Citizenship and Immigration Board established by Article 16 of the Constitution;

“specified officers” means the officers specified in Schedule 1 to this Act.

2. Power to amend Schedule 1

(1) Parliament may, by resolution, amend Schedule 1 to this Act.

(2) A resolution passed under this section shall, as soon as possible, be published in the *Gazette*.

3. Salaries, allowances and benefits of specified officers

(1) Specified officers shall be paid such salaries and allowances and afforded such benefits as are prescribed respectively in relation to their offices in Schedule 2 to this Act.

(2) Parliament may, by resolution, amend Schedule 2 to this Act.

(3) A resolution passed under subsection (2) shall, as soon as possible, be published in the *Gazette*.

¹ See revisers' note at the end of the Act.

(4) Subject to Article 158 of the Constitution, a resolution under this section may be given retrospective effect.

(5) For the purposes of this Act, the salaries and allowances of the chairperson and members of a commission and the Inspector General of Police, the Deputy Inspector General of Police, the Commissioner of Prisons and the Deputy Commissioner of Prisons mentioned in Schedule 1 to this Act shall be charged on the Consolidated Fund.

(6) For the avoidance of doubt, the cost of any benefits afforded to specified officers under Schedule 2 to this Act shall be charged on the Consolidated Fund.

4. Regulations

The Minister responsible for public service may, by statutory instrument, make regulations for carrying into effect the provisions and purposes of this Act.

5. Gratuity payable to certain specified officers

(1) Where under the terms of appointment of a specified officer, he or she is not entitled to receive any pension or gratuity in respect of his or her service, the specified officer shall, upon ceasing to hold office, be paid in respect of his or her service as a specified officer a gratuity amounting to one year's salary in that office or at a rate of thirty percent of that salary for each completed year of his or her service in that office, whichever is the greater.

(2) A specified officer referred to in subsection (1) is not entitled to gratuity under that subsection if he or she resigns from the office or is removed from that office in accordance with the Constitution for inability to perform the functions of his or her office or for misbehaviour or misconduct, except where the removal is as a result of infirmity of mind or body which does not result from his or her own wilful neglect or default or misbehaviour.

(3) Any gratuity payable under this section shall be charged on the Consolidated Fund.

SCHEDULES*Schedule 1*

Sections 1, 2

Specified Officers

1. Chief Justice
 2. Deputy Chief Justice
 3. Principal Judge
 4. Justice of the Supreme Court
 5. Justice of Court Appeal
 6. Judge of the High Court
 7. Auditor General
 8. Inspector General of Government
 9. Deputy Inspector General of Government
 10. Chairperson of a commission established by the Constitution
 11. Deputy Chairperson of a commission established by the Constitution
 12. Member of a commission established by the Constitution
 13. Inspector General of Police
 14. Deputy Inspector General of Police
 15. Commissioner of Prisons
 16. Deputy Commissioner of Prisons
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Schedule 2

Section 3

Salaries, Allowances and Benefits of Specified Officers**PART I****Salaries, allowances and benefits of judges**

Category	Salary (shillings per month)	Allowance (in shillings)	Benefits
Chief Justice	3,150,000	Medical allowance of 3,600,000 per year.	Furnished house. Transport: chauffeur driven car; security; travel 1st class.
Deputy Chief Justice	2,870,000	Housing allowance of 2,500,000 per month. Medical allowance of 3,000,000 per year.	Transport: chauffeur driven car; security; travel 1st class.
Principal Judge	2,730,000	Housing allowance of 2,300,000 per month. Medical allowance of 3,000,000 per year.	Transport: chauffeur driven car; security; travel 1st class.
Justice of the Supreme Court	2,640,000	Housing allowance of 2,200,000 per month. Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; security; travel club class.
Justice of the Court of Appeal	2,550,000	Housing allowance of 2,100,000 per month. Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; security; travel club class.
Judge of the High Court	2,460,000	Housing allowance of 2,000,000 per month. Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; security; travel club class.

PART II

Salaries, allowances and other benefits of other specified officers

Category	Salary (shillings per month)	Allowance (in shillings)	Benefits
Auditor General	2,900,000	Housing allowance of 2,500,000 per month. Medical allowance of 3,000,000 per year.	Transport: chauffeur driven car; travel club class.
Inspector General of Government	2,900,000	Housing allowance of 2,500,000 per month. Medical allowance of 3,000,000 per year.	Transport: chauffeur driven car; travel club class.
Deputy Inspector General of Government	2,700,000	Housing allowance of 2,300,000 per month. Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; travel club class.
Chairperson of Commission	2,900,000	Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; travel club class.
Deputy Chairperson of Commission	2,700,000	Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; travel club class.
Member of Commission	2,600,000	Medical allowance of 2,400,000 per year.	Transport: chauffeur driven car; travel club class.
Inspector General of Police	1,840,473	Medical allowance of 2,400,000 per year.	Furnished house. Transport: chauffeur driven car; travel club class.
Deputy Inspector General of Police	1,778,032	Medical allowance of 2,400,000 per year.	Furnished house. Transport: chauffeur driven car; travel club class.
Commissioner of Prisons	1,840,473	Medical allowance of 2,400,000 per year.	Furnished house. Transport: chauffeur driven car; travel club class.
Deputy Commissioner of Prisons	1,778,032	Medical allowance of 2,400,000 per year.	Furnished house. Transport: chauffeur driven car; travel club class.

PART III

Allowances for part-time members of commission established by the
Constitution

Sitting allowance: shs. 100,000 per sitting.

Transport: Mileage to office and back while on official duties. The amount to depend upon capacity of the car and distance covered at the existing Government rates.

Safari day allowance and night allowance shall be specified in Government Circular Standing Instructions.

PART IV

Allowances for furniture for certain specified officers

Office	Benefits
Deputy Chief Justice	The Deputy Chief Justice shall on appointment be given seventeen million shillings for the procurement of furniture.
Principal Judge	The Principal Judge shall on appointment be given sixteen million shillings for the procurement of furniture.
Justice of the Supreme Court	A justice of the Supreme Court shall on appointment be given fifteen million shillings for the procurement of furniture.
Justice of the Court of Appeal	A justice of the Court of Appeal shall on appointment be given fourteen million shillings for the procurement of furniture.
Judge of the High Court	A judge of the High Court shall on appointment be given thirteen million shillings for the procurement of furniture.

Revisers note: The Act came into force on 1st October, 1999 except the salaries of specified officers which were deemed to have come into force on the 1st day of July, 1998.

History: Act 4/1999; S.I. 41/1999; Cap. 291 (Revised Edition, 2000).

Cross Reference

Constitution

INDEX TO ACTS

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
A			
Access to Information Act	95	5	2853
Accountants Act	294	12	9923
Accreditation Services Act	194	9	7079
Acts of Parliament Act	1	1	3
Administration of Estates (Small Estates) (Special Provisions) Act	263	11	9243
Administration of Parliament Act	272	11	9481
Administration of the Judiciary Act	4	2	57
Administrator General's Act	264	11	9249
Advocates Act	295	12	9953
African Export-Import Bank Agreement (Implementation) Act	183	8	6479
Agricultural Chemicals (Control) Act	35	3	983
Allied Health Professionals Act	296	12	10014
Amnesty Act	316	13	10745
Animal Breeding Act	47	3	1271
Animal Diseases Act	48	3	1309
Animals (Prevention of Cruelty) Act	49	3	1322
Animals (Straying) Act	50	3	1331
Anti-Corruption Act	116	6	3981
Anti-Homosexuality Act	117	6	4022
Anti-Money Laundering Act	118	6	4034
Anti-Pornography Act	119	6	4124
Anti-Terrorism Act	120	6	4137
Arbitration and Conciliation Act	5	2	89
Architects Registration Act	297	12	10042
Assets of Departed Asians Act	63	4	1911
Atomic Energy Act	154	7	5053
Auctioneers Act	298	12	10063
B			
Bank of Uganda Act	54	3	1353
Bills of Exchange Act	281	12	9615
Biofuels Act	155	7	5098
Boy Scouts and Girl Guides Act Bretton	148	7	4921
Woods Agreements Act	165	7	5785

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Building Control Act	136	6	4505
Building Societies Act	104	5	3121
Business Names Registration Act	105	5	3160
Business, Technical, Vocational Education and Training Act	244	11	8763
C			
Cantonments Act	317	13	10754
Capital Markets Authority Act	64	4	1921
Cattle Grazing Act	51	3	1334
Cattle Traders Act	52	3	1338
Children Act	62	3	1805
Civil Procedure Act	282	12	9662
Civil Procedure and Limitation (Miscellaneous Provisions) Act	283	12	9708
Collective Investment Schemes Act	65	4	2069
Commissioners for Oaths (Advocates) Act	6	2	136
Commissions of Inquiry Act	31	2	885
Common Market for Eastern and Southern Africa Treaty (Implementation) Act	184	8	6568
Community Service Act	121	6	4171
Companies Act	106	5	3173
Competition Act	66	4	2212
Computer Misuse Act	96	5	2881
Condominium Property Act	234	10	8413
Constitution of the Republic of Uganda		1	cl
Contracts Act	284	12	9717
Convention on Mutual Administrative Assistance in Tax Matters (Implementation) Act	335	14	11471
Cooperative Societies Act	107	5	3510
Copyright and Neighbouring Rights Act	222	10	7849
Cotton Development Act	36	3	999
Criminal Procedure Code Act	122	6	4180
Customary Marriage (Registration) Act	143	6	4839
D			
Dairy Industry Act	67	4	2234
Data Protection and Privacy Act	97	5	2903

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Debts (Summary Recovery) Act	285	12	9773
Deposit Library and Documentation Centre Act	245	11	8783
Diplomatic Privileges Act	185	8	6743
Diplomatic Property and Consular Conventions Act	186	8	6764
Distress for Rent (Bailiffs) Act	286	12	9779
Divorce Act	144	6	4855
Domestic Violence Act	123	6	4207
E			
East African Community Act	187	8	6770
East African Crude Oil Pipeline (EACOP) (Special Provisions) Act	156	7	5111
East African Development Bank Act	55	3	1382
Eastern and Southern African Management Institute Act	246	11	8787
Eastern and Southern African Trade and Development Bank Act	56	3	1419
Education (Pre-Primary, Primary and Post-Primary) Act	247	11	8810
Education Service Act	85	4	2653
Electoral Commission Act	176	8	5961
Electricity Act	157	7	5178
Electronic Signatures Act	98	5	2927
Electronic Transactions Act	99	5	2976
Emergency Powers Act	318	13	10760
Emoluments and Benefits of the President, Vice President and Prime Minister Act	277	11	9581
Employment Act	226	10	8059
Engineers Registration Act	299	12	10073
Equal Opportunities Commission Act	7	2	144
Estates of Missing Persons (Management) Act	265	11	9274
Evidence Act	8	2	164
Evidence (Bankers' Books) Act	9	2	223
Excise Duty Act	336	14	11542
Explosives Act	319	13	10764
Expropriated Properties Act	68	4	2256
External Trade Act	69	4	2265
Extradition Act	124	6	4232

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
F			
Finance Act, 2015	166	7	5796
Financial Institutions Act	57	3	1426
Firearms Act	320	13	10795
Fisheries and Aquaculture Act	314	13	10597
Food and Drugs Act	307	12	10269
Foreign Exchange Act	167	7	5799
Foreign Judgments (Reciprocal Enforcement) Act	10	2	227
Foreign Seamen Deserters Act	321	13	10828
Foreign Tribunals Evidence Act	11	2	239
Free Zones Act	70	4	2275
G			
Geneva Conventions Act	349	14	12235
Geographical Indications Act	223	10	7899
Government Proceedings Act	287	12	9782
H			
Habitual Criminals (Preventive Detention) Act	125	6	4249
Health Service Commission Act	86	4	2671
Hide and Skin Trade Act	71	4	2323
Hides and Skins (Export Duty) Act	337	14	11569
Higher Education Students Financing Act Hindu	248	11	8882
Marriage and Divorce Act	145	6	4870
Hire Purchase Act	72	4	2339
HIV and AIDS Prevention and Control Act	126	6	4255
Hotel and Tourism Training Institute Act Human	249	11	8907
Rights (Enforcement) Act	12	2	247
I			
Identification of Offenders Act	127	6	4279
Illiterates Protection Act	288	12	9799
Income Tax Act	338	14	11573
Industrial Licensing Act	73	4	2361
Industrial Property Act	224	10	7918
Inland Water Transport Act	345	14	11933
Inquests Act	13	2	260

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Insolvency Act	108	5	3628
Inspectorate of Government Act	Act	2	893
32 Institution of Traditional or Cultural Leaders Act	Act	11	8743
242 Insurance Act	Act	9	6913
191 International Conference on the Great Lakes Region (Implementation of the Pact on Security, Stability and Development in the Great Lakes Region) Act	188	8	6877
International Criminal Court Act	14	2	282
International Development Association Act	168	7	5817
International Finance Corporation Act	169	7	5824
Interpretation Act	2	1	23
Investment Code Act	74	4	2373
Islamic University in Uganda Act	250	11	8925
J			
Judgments Extension Act	15	2	481
Judicature Act	16	2	485
Judicial Service Act	87	4	2690
Justices of the Peace Act	17	2	513
K			
Kampala Capital City Act	195	9	7108
Karamoja Development Agency Act	137	6	4540
L			
Labour Disputes (Arbitration and Settlement) Act	227	10	8122
Labour Unions Act	228	10	8149
Land Acquisition Act	235	10	8452
Land Act	236	10	8465
Land in Buganda (Provisional Certificates) Act	237	10	8538
Landlord and Tenant Act	238	10	8540
Law Development Centre Act	251	11	8967
Law Reform (Miscellaneous Provisions) Act	289	12	9803
Law Revision Act	3	1	45
Leadership Code Act	33	2	923
Limitation Act	290	12	9815
Local Council Courts Act	18	2	520
Local Governments Act	138	6	4549

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
National Enterprise Corporation Act	199	9	7345
National Environment Act	181	8	6221
National Flag and Armorial Ensigns Act	172	7	5931
National Forestry and Tree Planting Act	160	7	5455
National Honours and Awards Act National Information Technology Authority, Uganda Act	173 200	7 9	5935 7359
National Library Act	255	11	9021
National Medical Stores Act	201	9	7384
National Payment Systems Act	59	3	1656
National Planning Authority Act	202	9	7393
National Population Council Act	203	9	7406
National Records and Archives Act	256	11	9039
National Security Council Act	322	13	10831
National Social Security Fund Act National Sports Act	230 151	10 7	8205 4979
National Water and Sewerage Corporation Act	204	9	7422
National Women's Council Act	113	5	3901
National Youth Council Act	114	5	3924
Nile Basin Initiative Act	189	8	6902
Non-Governmental Organisations Act	109	5	3775
Non-Performing Assets Recovery Trust Act	76	4	2418
Notaries Public Act	20	2	703
Nurses and Midwives Act	301	12	10128
O			
Oaths Act	21	2	711
Occupational Safety and Health Act	231	10	8245
Official Secrets Act	323	13	10838
Other Political Systems Act	276	11	9571
P			
Parliament (Powers and Privileges) Act	274	11	9529
Parliamentary Elections Act Parliamentary	177	8	5990
Pensions Act	273	11	9500
Partnerships Act	110	5	3809
Penal Code Act	128	6	4283
Pensions Act	89	4	2712

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Persons with Disabilities Act	115	5	3946
Petroleum (Exploration, Development and Production) Act	161	7	5508
Petroleum (Refining, Conversion, Transmission and Midstream Storage) Act	162	7	5622
Petroleum Supply Act	163	7	5684
Pharmacy and Drugs Act	309	12	10362
Physical Planners Registration Act	302	12	10157
Physical Planning Act	142	6	4783
Plant Protection and Health Act	39	3	1120
Plant Variety Protection Act	40	3	1145
Police Act	324	13	10850
Political Parties and Organisations Act	178	8	6077
Poor Persons Defence Act	22	2	732
Potable Spirits Act	77	4	2434
Preservation of Amenities Act	141	6	4779
Presidential Elections Act	179	8	6115
Presidential Engagements Act	278	11	9606
Presidential Standard Act	279	11	9607
Press and Journalist Act	100	5	3001
Prevention and Prohibition of Human Sacrifice Act	129	6	4428
Prevention and Prohibition of Torture Act	130	6	4438
Prevention of Trafficking in Persons Act	131	6	4455
Prisons Act	325	13	10907
Probates (Resealing) Act	266	11	9289
Probation Act	132	6	4471
Prohibition of Female Genital Mutilation Act	133	6	4482
Provident Fund (Local Governments) Act	90	4	2777
Public Enterprises Reform and Divestiture Act	78	4	2438
Public Finance Management Act	171	7	5853
Public Health Act	310	12	10386
Public Holidays Act	174	7	5952
Public Order Management Act	326	13	10972
Public Private Partnerships Act	111	5	3839
Public Procurement and Disposal of Public Assets Act	205	9	7443
Public Seal Act	175	7	5956
Public Service Act	91	4	2788

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Public Service Commission Act	92	4	2803
Public Service (Negotiating, Consultative and Disputes Settlement Machinery) Act	93	4	2817
Public Trustee Act	267	11	9293
R			
Rabies Act	53	3	1344
Ratification of Treaties Act	190	8	6908
Reciprocal Enforcement of Judgments Act	23	2	736
Red Cross Act	30	2	879
Referendum and Other Provisions Act	180	8	6190
Refugees Act	312	13	10513
Registration of Documents Act	291	12	9838
Registration of Persons Act	332	13	11359
Registration of Titles Act	240	10	8609
Regulation of Interception of Communications Act		5	3031
101 Roads	Act	14	12012
346			
Salaries and Allowances (Specified Officers) Act	94	4	2843
Sale of Goods and Supply of Services Act	292	12	9845
Securities Central Depositories Act	60	3	1699
Security Interest in Movable Property Act	293	12	9886
Security Organisations Act	327	13	10985
Seeds and Plant Act	41	3	1175
Special Regions Act	328	13	10990
Stage Plays and Public Entertainments Act	152	7	5031
Stamp Duty Act	339	14	11720
Statutory Declarations Act	24	2	741
Succession Act	268	11	9300
Sugar Act	42	3	1192
Surcharges (Revenue) Act	340	14	11774
Survey Act	241	10	8724
Surveyors Registration Act	303	12	10192
T			
Tax Appeals Tribunals Act	341	14	11778
Tax Exemption (Armed Forces, Police and Prisons Service) Act	342	14	11799

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Tax Procedures Code Act	343	14	11801
Tier 4 Microfinance Institutions and Money Lenders Act	61	3	1745
Tobacco Control Act	43	3	1211
Tobacco (Control and Marketing) Act	44	3	1251
Toxic Chemicals Prohibition and Control Act	329	13	11000
Trade (Licensing) Act	79	4	2487
Trademarks Act	225	10	7993
Trade Secrets Protection Act	80	4	2520
Trading with the Enemy Act	350	14	12439
Traditional and Complementary Medicine Act	304	12	10213
Traditional Rulers (Restitution of Assets and Properties) Act	243	11	8756
Traffic and Road Safety Act	347	14	12071
Transfer of Convicted Offenders Act	134	6	4489
Transfer of Powers and Duties Act	280	11	9610
Trial on Indictments Act	25	2	747
Trust Corporations (Probate and Administration) Act	269	11	9422
Trustees Act	270	11	9426
Trustees Incorporation Act	271	11	9469
U			
Uganda Act, 1964		1	cxlvi
Uganda AIDS Commission Act	206	9	7521
Uganda Air Cargo Corporation Act	207	9	7527
Uganda Broadcasting Corporation Act	102	5	3048
Uganda Bureau of Statistics Act	333	13	11404
Uganda Cancer Institute Act	257	11	9061
Uganda Citizenship and Immigration Control Act	313	13	10543
Uganda Civil Aviation Authority Act	348	14	12180
Uganda Communications Act	103	5	3063
Uganda Development Corporation Act	208	9	7539
Uganda Export Promotion Board Act	81	4	2530
Uganda Heart Institute Act	258	11	9079
Uganda Human Organ Donation and Transplant Act	311	12	10441
Uganda Human Rights Commission Act	26	2	825
Uganda Independence Act, 1962		1	cxxxiv

	<i>Chapter</i>	<i>Volume</i>	<i>Page</i>
Uganda Industrial Research Institute Act	209	9	7559
Uganda Law Reform Commission Act	27	2	838
Uganda Law Society Act	305	12	10243
Uganda National Bureau of Standards Act	210	9	7573
Uganda National Commission for UNESCO Act	28	2	850
Uganda National Council for Science and Technology Act	211	9	7601
Uganda National Cultural Centre Act	153	7	5041
Uganda National Examinations Board Act	259	11	9103
Uganda National Health Research Organisation Act	212	9	7619
Uganda National Meteorological Authority Act	213	9	7639
Uganda National Roads Authority Act	214	9	7663
Uganda Peoples' Defence Forces Act	330	13	11212
Uganda Printing and Publishing Corporation Act	215	9	7685
Uganda Railways Corporation Act	216	9	7697
Uganda Registration Services Bureau Act	217	9	7757
Uganda Retirement Benefits Regulatory Authority Act	232	10	8322
Uganda Revenue Authority Act	218	9	7776
Uganda Road Fund Act	219	9	7789
Uganda Tea Authority (Repeal) Act	45	3	1263
Uganda Tea Growers Corporation (Repeal) Act	46	3	1266
Uganda Tourism Act	82	4	2540
Uganda Trypanosomiasis Control Council Act	220	9	7815
Uganda Veterans Assistance Board Act	221	9	7833
Uganda Wildlife Act	315	13	10661
Uganda Wildlife Conservation Education Centre Act	260	11	9126
Uganda Wildlife Research and Training Institute Act	261	11	9143
Universities and Other Tertiary Institutions Act	262	11	9161
V			
Value Added Tax Act	344	14	11869
Veterinary Surgeons Act	306	12	10252
Visiting Forces Act	331	13	11348

W-Z

Warehouse Receipt System Act	83	4	2561
Water Act	164	7	5716
Weights and Measures Act	84	4	2608
Whistleblowers Protection Act	34	2	967
Witchcraft Act	135	6	4500
Witness Summons (Reciprocal Enforcement) Act	29	2	869
Workers Compensation Act	233	10	8378