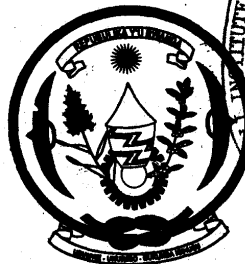


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**ORGANIC LAW N°06/2006 OF 15/02/2006 ESTABLISHING INTERNAL RULES OF PROCEDURE OF THE CHAMBER OF DEPUTIES IN THE PARLIAMENT**

**We, KAGAME Paul,**  
President of the Republic;

**THE PARLIAMENT HAS ADOPTED AND WE SANCTION, PROMULGATE THE FOLLOWING ORGANIC LAW AND ORDER IT TO BE PUBLISHED IN THE OFFICIAL GAZETTE OF THE REPUBLIC OF RWANDA.**

**THE PARLIAMENT:**

The Chamber of Deputies, in its session of December 16, 2005;

The Senate, in its session of January 17, 2006;

Given the Constitution of the Republic of Rwanda, especially in its articles 58, .61, 62, 65, 66, 67, 69, 71, 72, 73, 75, 76, 77, 78, 79, 88, 90, 93, 94, 108, 130, 131, 132, 134, 193, 201 and 202;

Reviewing law n° 09/98 of August 13, 1998 respecting the internal rules and procedures of Transitional National Assembly;

**ADOPTS:**

**TITLE ONE: STRUCTURE AND FUNCTIONING OF THE CHAMBER OF DEPUTIES**

**CHAPTER ONE: APPOINTMENT AND TAKING OATH OF MEMBERS OF THE CHAMBER OF DEPUTIES**

**Article one:**

This organic law establishes the internal rules of procedure of the Chamber of Deputies in the Parliament.

**Article 2:**

Deputies are elected in accordance with the provisions of the Constitution especially in its articles 76 and 77.

Before taking office, Deputies shall take oath as provided for in article 61 of the Constitution before the President of the Republic, and in case of his or her absence, before the President of the Supreme Court.

**Article 3:**

After taking oath of the Deputies, the Chamber of Deputies elects among its members the Speaker and two (2) Deputy Speakers as provided for by article 65 of the Constitution.

One of the Deputy Speaker is responsible for legal affairs and control of government actions and the other is responsible for finance and administration related activities.

The elected Speaker and the Deputy Speakers compose the Bureau of the Chamber of Deputies. They begin their duties immediately after their election.

**Article 4:**

The election of the members of the Bureau is conducted by secret ballot and by an absolute majority vote of the Deputies present. Each member of the Bureau of the Chamber of Deputies is elected on his or her own. The President of the Republic and the Speaker come from different political organizations as provided for by article 58 of the Constitution.

**Article 5:**

Deputies shall submit to the Office of the Ombudsman their faithful declaration of assets in a period of one month after taking office, annually, and at the end of their term of office.

**CHAPTER II : REPLACEMENT OF THE MEMBERS OF BUREAU**

**Article 6:**

The Chamber of Deputies shall determine whether the post of the Speaker or those of Deputy Speakers have fallen vacant, in accordance with absolute majority vote of the members present in an extraordinary meeting of the Plenary Session.

When the Speaker definitely leaves office, the Deputy Speaker responsible for legal affairs and control of Government actions performs the daily activities. If it is the Speaker and the Deputy Speaker who leave office, the remaining Deputy Speaker performs the daily activities. While, if it is the entire Bureau that definitely leaves office, the daily activities of the Assembly shall be performed by the elder deputy among the more experienced Deputies in the duty of deputies.

If the extraordinary sitting is not convened by the Speaker or Deputy Speaker, it is convened and presided over by the elder member of the Chamber of Deputies among the more experienced Deputies, upon request by at least a fifth (1/5) of the members of the Chamber of Deputies.

**Article 7:**

Upon request in writing by at least a third (1/3) of the members of the Chamber of Deputies, the Speaker, the Deputy Speaker or the elder and most experienced member of the Chamber of Deputies shall convene the extraordinary session mentioned in article 6 of this organic law in not more than two (2) working days from the time of the receipt of the request.

Depending on the person concerned with the matter to be discussed and upon which to take decisions, the Speaker, the Deputy Speaker or the elder Deputy among the most experienced Deputies presides over such an extraordinary session.

**Article 8:**

The extraordinary session of the Chamber of Deputies meant for election of members to replace members of the Bureau who definitely leave office is convened in a period not exceeding thirty (30) days from the day the Chamber of Deputies approves their definite leave of office.

When the members of the Bureau of the Chamber of Deputies or its Speaker leave(s) office, the session meant for their replacement is convened and presided over by the President of the Republic.

In case both the Deputy Speakers or one of them definitely leave(s) office, the session meant for their replacement is convened and presided over by the Speaker.

**CHAPTER III: REPLACEMENT OF DEPUTIES**

**Article 9:**

A Deputy, who resigns from office due to different reasons submits to the Speaker a letter of resignation and reserves a copy to the President of the Republic. The Speaker forwards it to relevant authorities in a period not exceeding three (3) working days.

**Article 10:**

Any Deputy who, during his or her mandate, either resigns from his or her political organization, or resigns from the Chamber of Deputies or is expelled from the political organization to which he or she belongs in accordance with provisions of the organic law governing political organizations or joins another political organization, shall automatically lose his or her seat in the Chamber of Deputies

Disputes relating to decisions taken in accordance with the preceding paragraph are adjudicated by the High Court of the Republic in the first instance and by the Supreme Court in the second and the last instance.

In the event of the appeal, the execution of the decision of the court of first instance is stayed until the Supreme Court rules on the appeal.

In the event of a Deputy losing or being removed from office when his or her term still has more than one year to go, the seat vacated by the Deputy shall devolve upon the person who was next on the list on which he or she was elected.

Candidates who are elected by means other than through lists of political organizations who lose or are removed from office as parliamentarians are replaced through fresh elections.

**Article 11:**

In case a deputy dies, he or she is replaced according to provisions of article 9 of this organic law.

**CHAPTER IV: STRUCTURE OF THE CHAMBER OF DEPUTIES.****Section one : Plenary Sitting**

The sittings of the Plenary Session begin at three (3:00 p.m.) during working days and end at six (6:00p.m).

The opening or closing hours of the Plenary Sitting may be changed upon approval by absolute majority vote of the Deputies present.

The Speaker and the Deputy Speakers can not be on official mission at the same time or carry out other activities that can prevent them from presiding over the Plenary Sitting. At least two of the members of the Bureau are required to be present.

**Article 13:**

Deputies are given permanent seats in the Chamber of Deputies in accordance with alphabetical order of their surnames.

There shall also be seats of the Senators and the Members of Cabinet.

**Article 14:**

The Chamber of Deputies holds its sessions in the Capital City of the Republic, in its building except in cases of force majeure approved by the Supreme Court upon request by the Speaker. In case the Supreme Court is also unable to meet, the President of the Republic determines, by a decree-law, where the session convenes.

The Plenary Sittings of the Chamber of Deputies are public.

However, the Chamber of Deputies may approve upon the absolute majority votes of the members present that the session be held in camera, if requested by the President of the Republic, the Speaker or a quarter ( $\frac{1}{4}$ ) of its members or the Prime Minister.

The approval must be posted on the doors of the building of the Chamber of Deputies.

In case there is a sound reason for the postponement of the current sitting, the Speaker informs the Plenary Sitting which takes a decision thereon.

**Article 15:**

After the Chamber of Deputies has finalised the examination and has taken a decision on the items on the agenda, the Speaker announces the day, time and the items on the agenda for the next sitting.

**Article 16:**

In each session, Deputies sign on a list of attendance. Before the sitting begins, the Speaker announces the number of Deputies present.

The quorum required for the sittings of the Chamber of Deputies is at least three fifths (3/5) of its members. When such a number is not obtained, the Speaker declares that the sitting cannot be held and adjourns it.

**Article 17**

There shall be minutes and verbatim reports of the sittings of the Chamber of Deputies. The minutes and verbatim reports are not read in the Plenary Sittings.

The minutes consist a summary of the debates and are approved by the Plenary Sitting before their publication.

Any Deputy who wishes to make any correction shall be authorised to do so.

The minutes are approved within four (4) working days counted from the day the concerned sitting was held.

Verbatim reports consist the general picture of how the debates were conducted and shall quote every deputy; they are available in ten (10) days following the concerned Plenary Sitting, are given to Deputies and are kept in the library.

A Deputy who wishes to make correction on the verbatim report forwards in writing his or her proposed changes to the Bureau of the Chamber of Deputies.

The Plenary Sitting approves the, verbatim reports in the second week of the session following the one in which the concerned Plenary sitting was held.

Verbatim reports and minutes adopted by the Plenary Sitting are published on the web site of the Chamber of Deputies and shall be available in the library of the Chamber of Deputies on hard paper.

Where the Plenary. Sittings of the Chamber of Deputies are conducted in camera, their minutes and verbatim reports are taken by the Clerk of the Chamber of Deputies.

**Article 18:**

The verbatim reports and minutes of the Plenary Sitting are signed by the Speaker, the Clerk, and the respective rapporteur and are kept in the archives of the Chamber of Deputies.

**Article 19:**

Without prejudice to provisions of article 23 of this organic law, any Deputy who wishes to take the floor in the Plenary Sitting, shall register on the list meant for that purpose.

Registration on the first list ends at ten (10.a.m) on the day of the Plenary Sitting. The first list is distributed to all Deputies before the Plenary Sitting begins. It shows the order of speakers in taking the floor, the duration of each member's word and, if possible, the subject matter of every member's contribution. The time limit given to any speaker registered on the first list is ten (10) minutes.

Registration on the second and the final list is made after the representatives of bills or any other issue under examination have responded to members on the first list. The second list is read to the Plenary Session before the floor is given and each Deputy is given the floor for a maximum of four (4) minutes. No Deputy shall take the floor without the authorisation of the Speaker in accordance with the number of members on the list announced.

However, Ministers, Ministers of State, the Chairperson and Vice-Chairpersons of the Parliamentary Committees that considered the issue, Deputies that are personally concerned with the issue as well as representatives of government or private member bills and those that forwarded the reports of the organs provided by the Constitution to the Plenary Session, shall be recognized any time they request for the floor.

After each list, the Chairperson of the sitting summarizes the main ideas of the debates.

**Article 20:**

Members on the first list shall use the platform provided for that purpose. But members on the second list or members rising on a point of order or those who abstained and requested for the floor shall as far as possible remain in their seats.

Any person having the floor shall only address the chairperson of the sitting or the Plenary Assembly.

**Article 21:**

No member shall utter injurious and offending remarks, or disrupt order.

**Article 22:**

Except by the Chairperson of the Plenary Sitting, no member shall be interrupted when he or she has the floor and even then only for the purpose of reminding him or her of the law

If a member is digressing from the matter under consideration, he or she is engaging in repetition, the chairperson of the plenary sitting shall interrupt him or her, and he or she is the only person with the authority to call a member to order.

If a member is called to order twice but persists in his or her digression or repetition, the Chairperson of the Plenary Sitting shall order the member to be silent for the rest of the time that the Plenary Sitting devoted to that issue

**Article 23:**

A Deputy may move once a motion not exceeding two (2) minutes to:

- 1° remind the law;
- 2° respond to what has been said on him or her;
- 3° remind that his or her question was not responded to;
- 4° request for the debates to be closed;
- 5° request for a brief suspension of the Plenary Sitting;
- 6° request for the adjournment of the Plenary Sitting.

The requests stated in points 4°, 5° and 6° of this article are approved by the Plenary Assembly in accordance with article 72 of this organic law.

**Article 24:**

Any Deputy who wishes to make correction on an issue not covered by article 23 of this organic law and who is unable to register on the list of those requesting for the floor writes to the Chairperson of the Plenary Sitting the representative of the parliamentary Committee that examined the matter or one of the Deputies on the list but who has not yet taken floor requesting him or her to make such correction.

The Chairperson of the Plenary Sitting or the representative of the Parliamentary Committee -immediately bring to the attention of the Plenary Sitting the request of such a Deputy as soon as they receive his or her written note.



**Article 25:**

Any Deputy may request for a change of the items on the agenda. The request is addressed through a letter submitted to the Speaker not later than ten o'clock (10:00 a.m) on the day the session is to be held, who in turn informs the Deputies in written force. The decision is taken by an absolute majority vote of the Deputies present.

In case of acceptance of the requests, the Plenary Sitting shall determine the time when to examine them.

**Article 26:**

The Chairperson of the Plenary Sitting summarises and closes the debates after all those who requested for the floor have spoken.

The closure of debates may also be requested by the Speaker when he or she believes that the session has exhausted all the issues or it may be requested by a Deputy under such a reason and approved by the Plenary Assembly through an absolute majority vote.

**Section 2 : The Bureau of the Chamber of Deputies****Article 27**

The functions of the Bureau of the Chamber of Deputies are as follows:

- 1° to supervise the activities of the Chamber of Deputies;
- 2° to respect and implement the decisions of the Plenary Sitting;
- 3° to oversee the relations between the Chamber of Deputies and other institutions;
- 4° to solve any urgent problems which are not provided for in this organic law that could hinder the effective functioning of the Chamber of Deputies;
- 5° to propose the draft agenda of the items to be debated in the ordinary and extraordinary sessions of the Conference of the Chairpersons;
- 6° to follow up the draft of organic structure of the administrative organs of the Chamber of Deputies and forwards it to the Conference of the Chairpersons;
- 7° to work hand in hand with the Public Service Commission in recruitment of competent personnel for the Chamber of Deputies;
- 8° to oversee security related matters in the building of the Chamber of Deputies;
- 9° to perform any other functions of the Chamber of Deputies but which are not under the responsibility of any other authority.

The decisions of the Bureau of the Chamber of Deputies are taken by consensus. If consensus is not obtained, the matter under consideration is referred to the Conference of Chairpersons which takes a decision. If the Conference of Chairpersons does not compromise on the matter, it is referred to the Plenary Session to take a final decision.

**Article 28:**

The duties of the Speaker are as follows

- 1° to convene, preside over the meetings of the Bureau and to coordinate its activities;
- 2° to convene and preside over the Conference of the Chairpersons; 3° to convene and preside over the Plenary Sittings;
- 4° to oversee the implementation of the decisions of the meeting of the Bureau, the Conference of Chairpersons and those of the Plenary Sitting ;
- 5° to legally represent the Chamber of Deputies;
- 6° to develop relations between the Chamber of Deputies and other legislatures;
- 7° to oversee the activities of the Clerk of the Chamber of Deputies;
- 8° to follow up different activities of the members of the Parliament related to visiting the population;
- 9° to preside over the activities of the session when both Chambers hold a joint session;
- 10° to follow up the Cabinet meeting decisions and their annexes and to forward them to Deputies
- 11° to inform the President of the Republic and the Prime Minister the agenda of the Chamber of Deputies;
- 12° to perform any other activities of the Chamber of Deputies as required by the Constitution and other laws.

**Article 29:**

The duties of the Deputy Speaker in charge of legal affairs and control of government actions are as follows

- 1° to replace the Speaker in case of his or her absence;
- 2° to attend the meetings of the Bureau and the Conference of the Chairpersons and make a follow up of the Plenary sittings activities;

- 3° to oversee the activities relating to examination of laws;
- 4° to oversee the activities relating to control of government actions;
- 5° to follow up the activities relating to visits of Deputies to the population;
- 6° to perform any other activities of the Chamber of Deputies as may be requested by the Speaker or the Plenary Assembly.

**Article 30:**

The duties of the Deputy Speaker in charge of finance and administration are as follows:

- 1° to replace the Speaker in case the Speaker and the Deputy Speaker in charge of legal affairs and control of government actions are absent;
- 2° to attend the meetings of the Bureau and the Conference of the Chairpersons;
- 3° follow up the activities related to implementation of the budget of the Chamber of Deputies and the management of the personnel;'
- 4° to carry out any other activities of the Chamber of Deputies as may be required by the Speaker or by the Plenary Assembly.

**Article 31:**

The Chairperson of the Plenary Sitting shall not at any time take sides during debates.

During debates, his or her main duty is to coordinate member's contribution, to sum up debates and to call members to order when they digress from the issue under discussion.

He or she shall resist any form of pressure aimed at forcing the Plenary Assembly to make any particular decision or any attempt to prevent the Plenary Sitting from making decisions.

The Deputy Speakers assist the Speaker by drawing his attention to any thing which might escape his or her attention.

**Article 32:**

If the Speaker him or herself represents, the bill of law, or if the Plenary Assembly examines any issue related to him or her, if he or she wishes to give his or her personal view as well as when he or she has any other reason, the Deputy Speaker in charge of legal affairs and control of government actions presides over the debates, and in his or her absence, the debates are presided over by the Deputy Speaker in charge of activities related to finance and administration.

During that time, the Speaker takes a seat in his or her chair as a Deputy or in places prepared for Deputies representing bills of law.

**Article 33:**

The duties of the Clerk of the Chamber of Deputies are as follows:

- 1° to coordinate and head the activities of the technical organ;
- 2° to act as a rapporteur of the meetings of the Bureau and of the Conference of Chairpersons;
- 3° to follow up the preparation of all documents related to activities of the Plenary Assembly;
- 4° to receive complaints of deputies;
- 5° to prepare a monthly summary activity report of the Plenary Session;
- 6° to prepare a list of Deputies who wish to have floor on the first list in the Plenary Assembly;
- 7° to act as the Chief Budget Manager of the Chamber of Deputies;
- 8° to prepare a plan and draft of budget of the Chamber of Deputies;
- 9° to prepare a draft of the organisation chart and the structure of the Chamber of Deputies;
- 10° to follow up the implementation of the budget of the Chamber of Deputies;
- 11° to perform any other activities of the Chamber of Deputies as may be required by the Bureau of the Chamber of Deputies

**Section 3 : Committees****Article 34:**

The Chamber of Deputies establishes among itself Standing Committees. It may also establish temporary Committees.

Each permanent Committee is composed of at least six (6) Deputies

**Article 35:**

Members of Standing Committees in the Chamber of Deputies are determined in the following manner:

- 1° every Deputy registers in only one Standing Committee.;
- 2° the Bureau of the Chamber of Deputies verifies how the registration of Deputies is conducted and thereafter approves the members of the committee in consideration of the following criteria:

- a. the preference of each Deputy;
- b. the number of members of each Committee;
- c. the responsibilities of the committee;
- d. the experience of the Deputy in the Committee; e. gender;
- f. ensuring that each political organisation or every group in the Chamber of Deputies is represented in the Committee, if possible.

**Article 36:**

Each Committee has its Bureau comprised of a Chairperson and a Deputy Chairperson who acts as its spokesperson. The Chairperson and the Deputy Chairperson of each Committee are elected by the Plenary Assembly upon absolute majority vote of the Deputies present.

Members of the Standing Committee wishing to be elected, shall notify in writing the Bureau of the Chamber of Deputies which shall notify the Plenary Assembly thereof.

The Chairperson and the Deputy Chairperson of every Committee shall be elected separately. When there is no candidate with the required votes, the voting shall be repeated once during that day. In case the required votes are not obtained on the second time, the post is subject to further campaigns. In case of a tie, the election is repeated once. If there is no candidate that obtains the required votes after repetition, the post is once again subject to campaigns.

When the Chairperson and the Deputy Chairperson have a reason that may hinder them from directing the committee or definitely leave office and before their replacement, it is directed, by the oldest Deputy among the more experienced ones in the duties of Deputies among the members of the Committee present and the youngest Deputy acts as the rapporteur.

**Article 37:**

Members of the Bureau of the committee have a term of office of two and a half (2 1/2) years renewable.

The Bureau of the Committee or one of its members may be replaced upon request by a third (1/3) of its members.

In a period not exceeding seven (7) days, the meeting to examine that issue is convened by the Chairperson or the Vice-Chairperson of the Committee depending on the person to be replaced. However, in case of

replacement of the entire Bureau, the meeting is convened and presided over by one of the members of the Bureau of the Chamber of Deputies.

When the meeting is not convened through that procedure, it is convened and presided over by the eldest and experienced Deputy among those who forwarded the complaint.

Upon approval by two thirds (2/3) of its members; the Committee through the Bureau of the Chamber of Deputies, forwards such a proposal to the Plenary Assembly which in turn makes a decision by the absolute majority vote of the Deputies present in the Plenary Assembly.

The replacement of one or al 'members of the bureau is done within fifteen (15) days after the Plenary Assembly makes a decision in accordance with provisions of article 35 of this organic law.

### **Sub-section one : Standing Committees**

#### **Article 38:**

There is hereby established eleven (11) Standing Committees which are:

- 1° the Committee on Political Affairs;
- 2° the Committee on Economy and Trade;
- 3° the Committee on Science, Education, Culture and Youth;
- 4° the Committee on Foreign Affairs and Cooperation;
- 5° the Committee on Social Affairs;
- 6° the Committee on Security and territorial integrity;
- 7° the Committee on Unity, Human Rights and fight against Genocide;
- 8° the Committee on Budget and National Patrimony;
- 9° the Committee on Agriculture, Livestock development and Environment;
- 10° the Committee on Gender and Family Promotion;
- 11° the Committee on Petitions of the Population.

Regarding the examination of Government or private member's bill and the oversight of government action, the responsibilities of Committees are as follows:

**1. The Committee on Political affairs is responsible for issues related to**

- 1° public administration and State Institutional relations;
- 2° justice;
- 3° media;
- 4° non governmental organisations;
- 5° civil status

**2. The Committee on Economy and Trade is responsible for issues related to:**

- 1° economy and trade including particularly :
  - a. privatisation
  - b. investment
  - c. associations and commercial enterprises, banks and cooperatives;
- 2° census and national planning;
- 3° infrastructure, energy, water, mines and quarries, transportation of persons, commodities, posts and communications;
- 4° tourism;
- 5° Poverty Reduction Strategy Paper.

**3. Committee on Education, Science, Culture and Youth is responsible for issues related:**

- 1° education, science, technology and research;
- 2° youth; sports and entertainment;
- 3° academic instruction at all levels;
- 4° organisation and promotion of arts, literature and culture.

**4. The Committee on Foreign Affairs and Cooperation is responsible for issues related :**

- 1° international relations except military issues;
- 2° loan and grant agreements between Rwanda and foreign countries or international organisations;
- 3° recommendations and reports of Deputies who went in official missions abroad;

- 4° matters regarding the organisation of state protocol in general;
- 5° international agreements;
- 6° Rwandans in diaspora;
- 7° relations with other legislatures and international organisations in which Rwanda is a member.

**5. The Committee on Social Affairs is responsible for issues related to:**

- 1° welfare, demographics, hygiene and health of the population;
- 2° welfare of children, orphans, widows, disabled, aged and other destitute;
- 3° AIDS and other epidemic diseases;
- 4° security and mutual health insurance in general;
- 5° employees and employment in general;
- 6° violence against children, vagrancy and begging.

**6. Committee on security and territorial integrity is responsible for issues related to:**

- 1° security and territorial integrity;
- 2° cooperation in matters related to military;
- 3° declaration and cessation of war;
- 4° organisation of services related to intelligence;
- 5° immigration and emigration;
- 6° military, police and other members of national security service

**7. Committee on Unity and Human Rights and fight against Genocide is responsible for issues related to:**

- 1° unity and reconciliation of Rwandans and human rights;
- 2° prevent and fight against the ideology of genocide and all its manifestations;
- 3° follow up and search for solution of effects of genocide;
- 4° fight against discrimination in speeches, writings, in actions and in any other forms;



- 5° coordination of Rwandan laws and international conventions that promote human rights ratified by Rwanda;
- 6° human rights organisations;
- 7° functioning of the structures of administration that have relationship with respect of human rights;
- 8° examination of reports of the National Commission for Human Rights and the National Commission for the fight against Genocide.

**8. Committee on National Budget and Patrimony is responsible for issues related to:**

- 1° preparation of the draft budget of the Chamber of Deputies ;
- 2° the use of national budget and patrimony;
- 3° the report of the Auditor General of State Finances;
- 4° the reports of how the national property and finance are used;
- 5° fighting against corruption and other related crimes.

**9. Committee on Agriculture, livestock development and Environment is responsible for issues related to**

- 1° agriculture, forestry and environment;
- 2° land, habitant and general development;
- 3° research and technology in agriculture and livestock development.

**10. Committee on Gender and Family Promotion is responsible for issues related to:**

- 1° promotion of women;
- 2° family, family property, responsibilities and complementarily between spouses;
- 3° gender;
- 4° harmonise Rwandan laws with international conventions that promote women which were ratified by Rwanda.

**11. Committee on petitions of the population is responsible for issues related to:**

- 1° petitions handed by an individual or organisation;
- 2° proposals of recommendations on petitions handed in and to give reports to the Chamber of Deputies of matters related to identified petitions which have relationship with governance or legislation;
- 3° make a follow up on whether petitions that were submitted to the Chamber of Deputies were solved;.
- 4° the examination of reports of the Office of the Ombudsman and preparation of recommendations for submission to the Plenary Assembly to. approve it.

The Speaker submits to the Committee responsible for petitions of the population documents of such petitions; forwarded to Deputies or the Chamber of Deputies.

The committee has the right to invite the complainant, witnesses, experts or any person that may give any relevant information on that matter.

The Committee also has the right to invite any leader, any person among the Cabinet members or its representative concerned with the issue under examination. It may also request for explanations either verbally or in writing, on the issue under examination

In order for the petition to be accepted, the name and the address of the complainant and basis of the petition shall be mentioned.

The petition must be related to issues of which Deputies have competence.

**Article 39:**

**Each Standing Committee is also responsible for**

- 1 ° issues related to the authentic interpretation of laws related to its responsibilities;
- 2° examination of amendments of laws from the Senate which are related to its responsibilities;
- 3° examination of provisions of laws it considered of which the President of the Republic requested for reconsideration. The reconsideration is conducted after the Plenary session receives the request of such a re-consideration.

**Article 40:**

For the Committees to fulfil their responsibilities, the general annual budget of the Chamber of Deputies indicates the budget of every Committee.

## **Sub-Section 2 :. Ad hoc Committees**

### **Article 41:**

Upon request by the Speaker or at least by five (5) Deputies and upon approval by the Plenary Sitting, the Chamber of Deputies may establish ad hoc. Committees for the purpose of examining certain bills of law or obtaining information regarding explanations of certain issues or events.

### **Article 42:**

Candidates of the ad hoc Committee are proposed by the Bureau of the Chamber of Deputies but approved by the Plenary Sitting. The Plenary Sitting also appoints the Chairperson and Spokesperson of the Committee chosen from a list of two (2) candidates proposed by the Bureau of the Chamber of Deputies on each post.

The procedures of election of the members of the ad hoc Committee as well as its Chairperson and its Spokesperson are conducted in accordance with provisions of the second and the third paragraph of article 36 of this organic law.

### **Article 43:**

The mandate of each ad hoc committee is terminated when the Plenary Sitting makes a decision on its report.

## **Sub-section 3 : Common provisions to all Committees**

### **Article 44:**

Committee meetings shall be convened in writing by the Chairperson of the Committee or the Deputy Chairperson if the Chairperson is absent. The Speaker and other Deputies shall be informed of the meetings.

The Speaker may also convene Committee meetings.

Any interested Deputy may attend any meeting of a Committee of which he or she is not a member but has no voting right.

The items on the agenda of the Committee meetings are determined by the Bureau of the Committee which informs the Bureau of the Chamber of Deputies and all other Deputies.

When the Prime Minister or other members of Cabinet are in the meeting of the Committee, they are given floor at any time they request for it. They may be accompanied by experts of their choice. Such experts may be given floor in Standing Committees only.

The time, period and the items on the agenda of the committee meetings are posted on the website of the Chamber of Deputies and on a relevant notice board meant for displaying announcements and notices within twenty four (24) hours before the meeting is held.

**Article 45:**

Committee meetings always start at nine (9:00 a.m) o'clock and end at twelve (12:00 a..rn) o'clock. Hours may be changed upon approval by an absolute majority vote of the Committee members present.

**Article 46:**

During committee meetings, the Deputies present sign on the appropriate list.

**Article 47:**

Committee meetings are public but the audience shall not be given floor. However, a Committee may organise for special meetings on a bill of law in which the population and journalists may be given floor.

Among the issues the Committee announces in such meetings is the procedure that has to be followed in taking the floor, time limit of the floor and the way speakers follow each other.

Committees also receive written opinions or electronic mail related to bills of law under debate. Opinions received are passed on to members of the Committee within the appropriate time.

Upon request by the Bureau of the Committee or one of its members and upon approval by a half (1/2) of the members of the Committee, the meeting of the Committee may be conducted in camera.

**Article 48:**

Committees put documents and files of the meeting and other activities in archives. Every government or private bill under discussion has its own file in such a manner that any individual who is interested in consulting it may access it.

The procedure through which the law passes, whether in writing, amendments on every public or private bill is prepared and posted on the web site of the Chamber of Deputies.

**Article 49:**

Through the Speaker, the Committee of the Chamber of Deputies may request any person it considers necessary, to give explanations in relation to issues under discussion.

**Article 50:**

Each Committee has a separate room for holding its meetings and an office for its bureau, staff and office equipment.

If it is considered necessary, and after consultation of the Bureau of the Committee with the Bureau of the Chamber of Deputies, a Committee may meet in a location other than the Chamber of Deputies building while abiding by the provisions of articles 44, 45, 46 and 47 of this organic law.

**Article 51:**

For a Committee meeting to be held, there shall be at least three (3) Deputies of its members present.

Decisions of a Committee meeting are taken by consensus. In case of failure to consensus, decisions are made by absolute majority vote of the members present and who are allowed to vote.

**Article 52:**

Committees may establish subcommittees and determine their membership and their responsibilities. Such subcommittees forward reports to the Committees that established them.

The Bureau of the Committee may request the Bureau of the Chamber of Deputies that a group of Deputies among the Committee be sent on field mission.

**Article 53:**

Each Committee shall submit its report, to the Plenary Sitting. The report contains a summary of debates conclusions thereof. Each report of the Committee is announced except reports of the meetings that were held camera.

The Bureau of the committee shall verbally present a summarised report and answer questions raised in Plenary Assembly responsible for examination of such a report.

**Article 54:**

All amendments shall be referred in writing to the appropriate committee, which shall consider them and submit its recommendations to the Plenary Assembly.

A deputy who introduces a bill or amendments shall attend the meetings of the Committee charged examining it. He or she votes only if he or she is a member of the Committee.

A representative of a bill or a member who makes amendments is given the floor before others in the Committee in charge of examination of the bill.

#### **Sub-section 4 : The Committee in charge of conduct of Deputies and assessment of the Chamber of Deputies activities**

##### **Article 55:**

The Chamber of Deputies elects from among its members a Committee in charge of conduct of Deputies and assessment of the Chamber of Deputies activities. The Committee is composed of at least eight (8) members elected in consideration, if possible, of political organisations and other different categories of Deputies that compose the Chamber of Deputies. It is elected for a mandate of two and a half (2 1/2) renewable years. It is directed by the President and the Vice President who are elected by the Plenary Sitting.

##### **Article 56:**

The Committee in charge of conduct and assessment of the activities of the Chamber of deputies has particularly the following responsibilities

- 1° follow up the conduct of deputies whether in or outside the Chamber of Deputies;
- 2° assessing the activities of the Bureau of the Chamber of Deputies, the Conference of Chairpersons, each standing committee and the Plenary Sitting

The Committee submits the report to the Plenary Sitting for recommendations and decisions.

It meets at any time if considered necessary. It is convened by its Chairperson or its Deputy Chairperson in case of absence of the Chairperson or by the Speaker on his or her own initiative or upon request by a third (1/3) of the members of the Committee or a fifth (1/5) of the members of the Chamber of Deputies.

In its activities, such a Committee follows provisions that are common to Standing Committees of the Chamber of Deputies.

Members of the Committee are allowed to be members of other Committees of the Chamber of Deputies. Sub section 5 : The Conference of Chairpersons

##### **Article 57:**

The Conference of Chairpersons comprises the members of the Bureau of the Chamber of Deputies and the members of the Bureau of Standing Committees.

**Article 58:**

The Conference of Chairpersons is responsible for:

- 1° preparing the agenda for the Plenary Assembly and which it has to approve;
- 2° submitting to the Plenary Sitting, summarised reports of the conference of Chairpersons;
- 3° submitting to the Plenary Assembly urgent decisions that were made within seven (7) days for approval;
- 4° taking and submitting to the Plenary Sitting all decisions related to the activities of Deputies, the Plenary Sitting and Committees for approval;
- 5° examining the law relating to the amendment of the Constitution.

**Article 59:**

The Conference of Chairpersons meets once a month and at any time if considered necessary. It is convened by the Speaker. It submits a report of its activities to the Plenary Sitting once a month. Upon request in writing by the Speaker, or any other Deputy, the Plenary Assembly debates on such a report.

**Section 4 : Forums or Networks of Deputies****Article 60:**

Members of the Chamber of Deputies may establish among themselves Forums or Networks.

Every member has the right to join or not to join one or more Forums or Networks.

**Article 61:**

The Plenary Sitting may accept the establishment of a Forum or a Network upon request by a Deputy or a group of Deputies.

The certificate to establish a Forum or a Network indicating its representatives is signed by the Speaker.

**Article 62:**

The letter requesting for the establishment of a Forum or a Network of Deputies as well as the document explaining its objectives and program are submitted to the Speaker who forwards them to Deputies and thereafter included on the agenda of the Plenary Assembly

**Article 63:**

A Deputy or a group of Deputies with a view of setting up a Forum or Network is given the opportunity to give the explanations related to such a Forum or a Network

**Article 64:**

Forums of Deputies establish statutes that govern them.

The functioning and the relations of the Forums and Networks with the Chamber of Deputies are indicated in the statutes of every Forum and Network.

**Article 65:**

Every quarter and at any time it is considered to be necessary, Forums or Networks of Deputies submit to the Bureau of the Chamber of Deputies their plans of actions and their activity reports, then the Bureau submits them to the Deputies.

**Article 66:**

The Chamber of Deputies may support a Forum or Networks of deputies .

Every Forum or Network prepares an annual financial report. The report clearly indicates the source of finance of the Forum or a Network as well as their expenditure.

**Article 67:**

The Chamber of Deputies shall ensure the good working of the Deputies Forums or Networks

Upon request by a third (1/3) of its members, the Bureau of the Chamber of Deputies, one or several Deputies not members of the Forum or Network, the Plenary Assembly may suspend or dissolve a Forum or a Network of Deputies if it acts contrary to the mission and functioning of the Chamber of Deputies.

**CHAPTER IV: FUNCTIONING OF THE CHAMBER OF DEPUTIES****Section one : Sessions****Sub section : Ordinary sessions****Article 68**

The Chamber of Deputies sits in three (3) ordinary sessions, each session lasting for two (2) months.

- 1° the first session shall commence on February 5<sup>th</sup>;
- 2° the second session shall commence on June 5<sup>th</sup>;
- 3° the third session shall commence on October 5<sup>th</sup>; The finance bill is examined in this session.



When the first or last day of the session is not a working day, the opening or closure of the session is adjourned to the following day, or to the first following working day.

In the first sitting of the Plenary Assembly of the ordinary session, the Chamber of Deputies approves the agenda of the whole session. The items on the agenda are communicated to all Deputies and the public through different ways like media and the web site of the Chamber of Deputies.

At the beginning of each ordinary session, the Bureau of the Chamber of Deputies presents a report of the activities of the Chamber of Deputies of the previous session.

#### **Article 69:**

The Speaker invites Deputies in ordinary session fifteen (15) days before the Plenary Sitting meets through a letter that contains the items on the agenda and through an announcement on the radio and national television and website of the Chamber of Deputies. The President of the Republic and the Prime Minister shall be given a copy of such a letter.

The Chamber of Deputies shall always make public its activities on the national radio and television and the Chamber of Deputies Magazine.

#### **Sub-section 2 : Extraordinary sessions**

#### **Article 70:**

The Chamber of Deputies meets in an extraordinary session upon convocation of its Speaker, after consultation with other members of the Bureau of the Chamber of Deputies or upon the request of the President of the Republic on the Cabinet's proposal or that of a quarter (1/4) of the members of the Chamber.

The extraordinary session handles only the issues for which it has been convened and which have previously been brought to the notice of members of the Chamber or the Parliament before commencement of the session.

The session shall close upon conclusion of consideration of matters on the agenda for which the session was convened.

An extraordinary session shall not exceed fifteen (15) days.

#### **Article 71:**

The Speaker invites Deputies in an extraordinary session through any easiest accessible possible means.

The invitation letter contains clear items on the agenda of which the Plenary Session shall only debate.

Before starting any debates, the Plenary Sitting first examines the reasons advanced for the convening of the extraordinary session and then approves the items, on the agenda.

## **Section 2 : Voting**

### **Article 72:**

Decisions of the Chamber of Deputies shall be made byway of vote.

Before the vote is conducted, the speaker shall communicate the number of Deputies present considering those who signed on the list mentioned in article 16 of this organic law.

Voting is conducted using one of the following means:

- 1° consensus;
- 2° electronic vote;
- 3° show of hand;
- 4° recorded division;
- 5° secret ballot.

When the item of business before the Chamber of Deputies is not a bill, the way by consensus, by a show of hand or electronic vote are the only means applicable.

Voting through secret ballot is held in case the Plenary Sitting makes decisions concerning individuals or upon request of a fifth (1/5) of the Deputies present.

Voting of distinct provisions of a bill is conducted electronically or by show of hand

A vote of the entire bill is conducted by calling each Deputy by name in a loud voice .

The right to vote of a Deputy is ad person am

### **Article 73:**

Upon request by at least three (3) Deputies, the voting is repeated.

If the repetition does not settle the disputes due to concerned members who are not satisfied with the voting, the voting is conducted through recorded division.

After the counting of ballots, if an article of a bill is unable to obtain the required votes, voting is repeated for the second time.

If an article does not obtain the required votes, it is rejected. However, after failing to obtain the required. votes, a Deputy, the Committee that examined the bill or its representative may, through the chairperson of the meeting and approved by the Plenary Assembly, request that the article be sent back to the Committee.

In case of voting the whole bill, if it does not obtain the required majority votes, the Bureau of the Chamber of Deputies returns it to its author.

After the vote, non legal issues or recommendations that do not obtain the required majority votes are returned to its initiator.

**Article 74:**

When the vote is concerned with individuals, candidates introduce themselves to the Deputies. The Chairperson of the Plenary Assembly determines the period each candidate spends in campaigning.

If the vote is not conducted through legal procedures, it is repeated.

After the vote, if some candidates do not obtain the required majority, the voting is repeated only once on such candidates. If the required majority is not obtained again after the second round, the candidates are returned to those who offered them

**Article 75:**

If the voting is through the recorded division, the Speaker or his or her delegate calls Deputies by their names by alphabetical order.

In recorded division, every one is called in his or her name in a loud voice and he or she responds with a "Yes" or a "No" or chooses only one among the items voted for.

Deputies who do not wish to express their opinion shall use the word "abstain."

Votes of Deputies who do not indicate their opinion despite attending the sitting are considered void

**Article 76:**

If the vote is by secret ballot, the Clerk of the Chamber of Deputies or his or her representative gives to every Deputy present a ballot paper bearing only the stamp of the Chamber of Deputies and the signature of 'the chairperson of the meeting.

After casting his or her vote, every Deputy folds his or her ballot paper and deposits it in a ballot box.

Counting of ballot papers is immediately conducted before Deputies by a representative of the Bureau of the Chamber of Deputies, assisted by two (2) Deputies who are appointed by the chairperson of the Sitting.

Blank ballots, any, ballot bearing a sign or a mark other than those that are provided for in paragraph one of this article are considered void.

All ballot papers that contain any information other than the positions put to vote are also void

**Article 77:**

Counting of ballots is conducted by two (2) Deputies provided in article 76 of this organic law, assisted by a member of staff of the Chamber of Deputies and under the supervision of the Bureau of the Chamber of Deputies.

The Chairperson of the Plenary Assembly of the Chamber of Deputies announces the results of the votes to the Plenary Assembly.

**Article 78:**

Always after the vote, be it show of hand, electronic vote or by recorded division, the Speaker gives abstaining Deputies, if they request so, the opportunity to explain the reasons for their abstention in not more than two (2) minutes. There is no debate on such reasons."

**Article 79:**

If the session votes using secret ballot finalises its activities, the ballot papers are destroyed before the Plenary Sitting,

**Article 80:**

No Deputy is given a floor not even for a motion during the vote casting process.

**Article 81:**

In any method applied in voting, each Deputy has only one vote: They shall be no proxy voting.

**Article 82:**

Without prejudice to the provisions of article 72 of this organic law, the decisions of the Chamber of Deputies are taken on an absolute majority vote of Deputies present except where the law provides otherwise.

When the Plenary Sitting has before it a proposal on a matter other than legislation, the Speaker of the Plenary Assembly shall ask the Assembly whether there is any member who does not support the conclusion given by him or any other member. If there is no one opposing it, then it will have passed by consensus. If there is a member who is against it, the matter shall be put to vote by electronic vote or a show of hands. In that case however, there shall be no formal vote counting unless it becomes impossible to identify the winning side.

### **Section 3 : Conduct of Deputies and their Immunity**

#### **Sub section one: Conduct of Deputies**

##### **Article 83:**

Any Deputy who disturbs the proceedings of the Plenary Sitting shall be named and called to order by the Chairperson. In case he or she repeats it the, Chairperson of the Plenary Sitting gives him or her a warning which shall be mentioned in the verbatim transcript.

If he or she persists or commits another serious mistake, the Chairperson of the Assembly temporarily expels him or her away from the seats of Deputies and upon approval by the Plenary Sitting.

##### **Article 84:**

The expulsion of a Deputy who disrupts order in the Plenary Sitting shall also bar him or her from taking part in the proceedings and in making decisions of the Plenary Assembly for the remainder of the :sitting from which he or she' was excluded..

##### **Article 85:**

If the Deputy who has been expelled does not obey the order of living the Deputies seats, the chairperson of the Assembly shall suspend or adjourns it. In that case, the Deputy is definitively barred from the next five (5) consecutive Sittings.

##### **Article 86:**

A Deputy who has been expelled may seek to have the decision rescinded by making a written apology. The Chairperson of the Assembly reads the letter of apology to the members in the Plenary Assembly who shall take a decision.

##### **Article 87:**

Any Deputy found in misconduct and misbehaviour either on duties of the Chamber of Deputies or not, may be subject to the following disciplinary measures:

- 1° a call to order;
- 2° a warning that is recorded in the verbatim transcript;
- 3° expulsion from the next five (5) consecutive sittings of the Chamber of Deputies

##### **Article 88:**

If the Plenary Sitting becomes stormy, the Chairperson of the Sitting shall call the Plenary Assembly back to order, but should the commotion persist, the Chairperson of the sitting shall suspend the Sitting and the Deputies shall leave the hall.

The Plenary Sitting shall resume after the Chairperson of the Sitting deems that order has been restored.

**Article 89:**

Any Deputy who is absent for five (5). consecutive Plenary or Committee sittings as well as any Deputy who is absent for ten (10) sittings in a session without notifying the Speaker or the Chairperson of the Committee or who advances reasons that the Bureau of the Chamber of Deputies or the Bureau of the. Committee finds not sound, shall be referred to the Plenary Assembly for a warning in writing after hearing him or her, with an inscription in the verbatim transcript and notification to his or her political organisation or to the authority which elected him or her.

**Article 90:**

Upon request by The Committee in charge of conduct of Deputies and assessment of the Chamber of Deputies activities provided for in articles 55 and 56 of this organic law, and approved by three thirds (3/5) of its members, the Chamber of Deputies may approve the dismissal of any Deputy guilty of the following acts

- 1° being absent in all Plenary Session sittings without giving justified reasons;
- 2° fighting in the Plenary hall;
- 3° drunkenness in the Plenary hall;
- 4° possession of alcoholic substances in the Plenary hall;
- 5° iridescence and self disrespect behaviour, for his or her personality or his or her position.

The Chamber of Deputies may also, upon request by the Committee in charge of .conduct of Deputies and assessment of the Chamber of Deputies activities provided for in article 55 and 56 of this organic law, and approved by three thirds (3/5) of its members, to suspend any deputy who is suspected or prosecuted of any crime until a competent court renders a final judgment. In that period of suspension, the concerned deputy shall only receive basic salary.

**Sub-section 2 : Immunity of Deputies**

**Article 91:**

No Deputy may be prosecuted, pursued, arrested, detained or judged for any opinions expressed or votes made by him or her in the exercise of his or her duties.

During the session period, no Deputy suspected of a serious felony may be arrested or prosecuted without the authorisation of the Chamber of Deputies.

When the Parliament is not in session, no Deputy may be arrested without the authorisation of the Bureau of the Chamber of Deputies, unless he or she is caught flagrante delicto committing a felony or the Bureau of the Chamber of Deputies has previously authorised his or her prosecution or a court of law has passed a final verdict and sentence against him or her.

Any deputy who is finally convicted of a felony by a court of law of the last instance is automatically stripped of his or her seat from the Chamber of Deputies after confirmation by the Supreme Court.

**Article 92:**

Members of the Chamber of Deputies are given immunity cards presented to different services if necessary. The model of that card is determined by the Conference of Chairpersons and approved by the Plenary Assembly.,

**Article 93:**

Members of the Chamber of Deputies are entitled to wearing a Deputy insignia. The format of such an insignia shall be determined by the Conference of Chairpersons and approved by the Plenary Assembly before its publication in the Official Gazette of the Republic of Rwanda.

**Article 94:**

Members of the Chamber of Deputies shall travel in vehicles bearing an official sticker painted in colours of the national flag and with imprints "MP". The position on the vehicle, composition and dimensions of that official sticker are determined by the State Protocol.

**Article 95:**

In criminal proceedings, the Speaker is tried on the first and last instance by the Supreme Court as provided for by article 145-6° of the Constitution.

**Section.4 : The inviolability of the building of the Chamber of Deputies**

**Article 96:**

Apart from a Deputy or a member of staff of the Chamber of Deputies, no one else may enter, for any reason, into the area reserved for Deputies except with the authorisation of the Speaker.

**Article 97:**

The building of the Chamber of Deputies as well as everything therein must be kept secure.

The security of the building of the Chamber of Deputies is maintained by a special unit provided by the National Police. The unit shall be identified by a special uniform different from that worn by the National Police or any other security body.

Any person in possession of, a weapon shall leave it to those responsible for maintaining the security of the Chamber of Deputies and take it back as he or she goes out.

Any armed security officers not attached to the unit of security personnel of the Chamber of Deputies wishing to enter the building of the Chamber of Deputies, shall leave their weapons at a relevant place except those in charge of the security of the President of the Republic or those escorting other senior dignitaries of equivalent rank visiting the Chamber of Deputies.

When security officers charged with the security of Deputies enter the Chamber of Deputies, they have to inform the officer in charge of inviolability and security of the Chamber of Deputies' building.

When security officers from outside the Chamber of Deputies need to pursue a person in the building of Chamber of Deputies, they shall first request the authorisation of the Speaker.

#### **Article 98:**

It is prohibited to enter the building of the Chamber of Deputies with weapons except to persons mentioned in paragraph 2, 4 and 5 of article 97 of this organic law and others whose assistance is sought by the administration of the Chamber of Deputies.

A person who is neither a Deputy, any other dignitary nor a member of staff of the Chamber of Deputies enters through the relevant entrance if possible.

During ceremonies at the Chamber of Deputies, a special entrance for high ranking officials and other visitors of the same rank is reserved. A special entrance for ministers and other officials of the same rank, senators and deputies is reserved. A public entrance to be used by the general public is also reserved.

The members of staff of the Chamber of Deputies wear an identification badge while on duty.

#### **Article 99:**

Persons other than Deputies or a member of staff of the Chamber of Deputies enter in the hall of the Plenary Session through special entrance reserved for them.

They take seats reserved for them, except when the Plenary Session decides to convene in camera.

It is prohibited for any one to enter the Plenary Session with a switched on mobile telephone. It is prohibited to enter into the hall with anything that could disturb the Plenary proceedings



**Article 100:**

During Plenary sittings, persons in the public galleries shall sit quietly. No one is permitted to wear a hat except because of his or her duties or religious affiliations.

The Chamber of Deputies uses audio video equipment for transmission of official proceedings of the Chamber of Deputies while in sitting. If possible, the recorded pictures and voices are transmitted to the public and to all halls of the Chamber of Deputies.

**Article 101:**

Any person who is not a Deputy who disrupts the proceedings of the Plenary Sittings or in Committee meetings is expelled under the order of the chairperson of the meeting who gives relevant instructions to the relevant persons.

If the expelled person had committed an offence, he or she is immediately handed over to judicial organs.

**Article 102:**

The provisions of this organic law relating to the inviolability of the building of the Chamber of Deputies shall be displayed at the public entrances.

**CHAPTER V : INCOMPATIBILITIES WITH A DEPUTY'S OFFICE****Article 103:**

Activities incompatible with the office of a Deputy are those of being:

- 1° the President of the Republic,
- 2° a member of the Cabinet;
- 3° a Senator;
- 4° a member of district or the City of Kigali Council;
- 5° a staff member of district or City of Kigali;
- 6° a Judge;
- 7° a Prosecutor;
- 8° a member of one of the committees provided for by the Constitution or others that may be set up by the Executive;
- 9° a member of the Board of Directors in a public establishment or an establishment in which the state is a shareholder or an auditor of such an establishment;

- 10° a director of a commercial enterprise or one of the members of its Board of Directors;
- 11° a civil servant or an employee in a public establishment;
- 12° a convention bound employee
- 13° a member of electoral organs;
- 14° a member of Rwanda Defence Forces, of the National Police or of the National Security Service.

A Deputy who exercises a lawyer's profession is not allowed to plead personally in any Judicial case. His or her chambers are allowed to plead in any court cases except those in which the State is the plaintiff or the defendant

#### **Article 104:**

A Deputy shall refrain from any action that may hinder his or her independence and impartiality in the exercise of the mission of exercising oversight of government actions.

A Deputy is not allowed, either as an individual or through a firm in which he or she is a shareholder, apply for public tenders related to the Parliament as well as all those tenders offered through mutual agreement or restricted tender .

A company owned by a Deputy or a company in which a Deputy is a shareholder may apply for other public tenders except those mentioned in paragraph 2 of this article. In that case, the concerned Deputy shall notify the Speaker and the Ombudsman of these tenders. The Speaker and the Ombudsman may use them if need arises.

#### **Article 105:**

With exception of persons mentioned in points 6°, 13° and 14° of paragraph one of article 103 of this organic law, other functions incompatible with a Deputy office mentioned in that article do not prevent the one exercising them from being elected. However, immediately after taking oath, such a Deputy shall resign from his or her previous duties and thereafter notifies the Speaker and the Ombudsman.

#### **Article 106:**

In case a Deputy is personally concerned with an issue under consideration by the Chamber of Deputies, either in the Committee or in the Plenary Sitting, the concerned Deputy shall notify the Plenary Sitting or the Commission and thereafter refrains from the debates.

## **TITLE II : PROCEDURES FOR PASSING LAWS**

### **CHAPTER ONE: TRANSMISSION OF DRAFT BELLS**

#### **Article 107:**

Government bills sent to the Chamber of Deputies as well as their explanatory statements shall be written in the three (3) official languages recognized by the Constitution. The Bureau of the Chamber of Deputies distributes the bills to Deputies within seven (7) days from the day of their reception.

#### **Article 108:**

Any Deputy has the right to initiate bills and amendments.

#### **Article 109:**

Every private member's bill is sent to the Speaker and typed at least in one of the languages recognised by the Constitution.

The Bureau of the Chamber of Deputies forwards it to all the Deputies written in the three (3) official languages recognised in the Constitution.

The bill shall always be drafted in a manner bills are drafted

The Chamber of Deputies provides technical assistance to any deputy who introduces a bill as well as amendments. Such assistance is provided for in the financial budget of the Chamber of Deputies.

#### **Article 110:**

The bill drafted in the three (3) official languages recognized by the Constitution *is* reproduced, transmitted to Deputies and posted on the website of the Chamber of Deputies at least seven (7) days before the scheduled date for debating on relevance.

### **CHAPTER II : CONSIDERING DRAFT BILLS OF LAW IN COMMITTEES**

#### **Article 111:**

The Speaker transmits to the appropriate Standing Committee, the government bill or private Deputy's bill, after general debates on its relevance in Plenary Sitting. Such general debates are conducted in presence of the initiator or the representative of the bill, giving necessary explanations and responding to questions relating to the bill.

The report of the general debates is transmitted to the relevant committee in order for the examination of the bill. Deputies who wish to propose amendments to the draft bill shall refer them in writing to the Chairperson of the appropriate Committee with a copy to all Deputies to enable them to make sub-amendments if necessary.

Those sub amendments are also referred to the Chairperson of the appropriate Committee in writing.

A draft bill debated upon in a Committee shall not be debated upon once again in the Plenary Session. The sub-amendments proposed in writing by Deputies, are considered and the Committee takes decision on them.

Notwithstanding the stipulations of paragraph 4 of article 118 of this organic law, a bill that is debated upon in a Committee is not subject to any amendments except on its format.

**Article 112:**

When a Standing Committee declares itself incompetent to consider a draft bill, or when there is a conflict of competence between two or more Committees, the Conference of Chairpersons shall determine which Committee shall examine the draft bill.

**Article 113:**

The Chamber of Deputies may take a decision to send to the competent Committee responsible for examination of the bill any amendments that might not have been transmitted to it through procedures provided for in article 111 of this organic law.

**Article 114:**

Through the Bureau of the Chamber of Deputies, a Committee may call upon a Minister, a Minister of State, any other person, body or any relevant institution to give their views on the draft bill under examination by the Committee.

The Standing Committee shall make a report of amendments as it does on bills. The report of the Standing Committee on the bill shall be passed on to Deputies at least seven (7) days before the debates of the Plenary Session. The bill as corrected by the committee is posted on the web site of the Chamber of Deputies

If the committee requests for retaining a certain article regarding its further examination, the, Plenary Sitting makes a decision.

The report on the article that was returned to the committee is submitted to Deputies before the Plenary Sitting examines the article.

Any time the Plenary Assembly has not adopted the entire bill, the Standing Committee may, upon request by the its Bureau, or a Deputy, and after approval by the Plenary Assembly re-examine the voted article. In that case, the committee submits a report to the Plenary Assembly for a new vote.

## **CHAPTER III: EXAMINATION OF DRAFT BILLS IN PLENARY SITTING**

### **Article 115:**

The bill examined by the Committee is transmitted to Deputies in the three (3) languages recognized by the Constitution before the Plenary Sitting examines it.

### **Article 116:**

Debates in Plenary Sittings are of two types : general debates and debates on articles.

General debates are conducted in accordance with article 111 of this organic law with regard to the relevance of a bill, the bill in general or its parts.

Debates on articles are conducted on each article and on each amendment concerned with that debates. Such debates are conducted in accordance with article 19 of this organic law.

Amendments related to form are neither debated nor voted for.

Articles of the bill are voted without being read to the Plenary Sitting.

### **Article 117:**

Debates in the Plenary Sitting first focus on the bill itself and then on to the amendments adopted by the Committee.

Unimpeded articles transmitted to the committee are voted for without debate.

### **Article 118:**

Amendments to bills are put to vote before the original bill while sub-amendments are put to vote before amendments of the bill.

Amendments or sub-amendments rejected by a Committee are not debated in Plenary Session.

However, if the person who introduced the rejected amendments is not a member of the committee, he or she is given the opportunity, in case of dissatisfaction, to defend it in the Plenary Sitting. The Committee explains reasons for their rejection and thereafter they are voted for without any further debates.

If there are justified reasons as to why the non format amendments are not introduced in the Committee, they are introduced in the Plenary Session but for their consideration by the committee, it is approved by the Plenary Session.

**Article 119:**

If the Government decides to withdraw the bill it had introduced, it requests it in writing, and the Plenary Sitting decides on it. This provision also applies to private member's bill.

**Article 120:**

If the Government bill is not voted, the Speaker informs the Government without delay and specifies in brief the reasons as to why the Deputies rejected it. The Government is requested to retain it.

**Article 121:**

A private Deputy's bill or government bill that is rejected can not be brought back to the Chamber of Deputies during the same session

**Article 122:**

Upon adoption of a bill, the Clerk of the Chamber of Deputies and the members of the Bureau of the Committee that examined the bill assisted by any Deputy, approves that the copies filed in the Chamber of Deputies archives , are correct and conform to the verbatim transcript.

After the copies referred to in the first paragraph of this article are approved to be in conformity with the verbatim transcript, the Speaker sends in to the next service responsible for its examination and reserves copies to the concerned services. The archives of the Chamber of Deputies also keep two copies. The law adopted is posted on the website of the Chamber of Deputies.

The Clerk of the Chamber of Deputies and the members of the committee that examined the bill ensures that the law published in the Official Gazette is in conformity with the law as adopted by the Plenary Sitting.

**Article 123:**

Considering article 108 of the Constitution of the Republic of Rwanda, if the President of the Republic requests for the second consideration of the already voted law, it is notified to the Plenary Sitting for reconsideration.

**Article 124:**

The initiative for constitutional amendment shall be adopted by a two thirds (2/3) majority vote of the members of the Chamber of Deputies. Constitutional amendment is examined by the conference of the chairpersons and approved by three quarters (3/4) majority votes of the members of Chamber of Deputies. After adoption of the amendment, it is submitted to the Senate.

## **CHAPTER IV: DEBATES IN URGENT CIRCUMSTANCES**

### **Article 125**

In urgent circumstances, upon request by the Government, or on a decision of the Chamber of Deputies at the request of a Deputy, the provisions of this organic law concerning the agenda, translations or time schedule shall be disregarded.

When a Deputy requests that a draft bill be urgently examined, the Chamber of Deputies takes a decision by a two thirds (2/3) majority vote of the Deputies present in the Plenary Sitting. When such a request is made by the Government, it shall always be granted.

When it is decided that a draft bill or of any other issue be urgently examined, they shall be given priority on the agenda.

### **Article 126:**

After the general debates mentioned in article 118 of this organic law, the Speaker sends the urgent bill to the appropriate Committee for urgent consideration. The Conference of the Chairpersons may also decide to consider the bill itself.

When the Conference of the Chairpersons considers the bill itself, any interested Deputy may attend the debates of the bill, but without voting.

When the Chamber of Deputies is to make an urgent decision, the Chairperson of the Session may determine the time limit to be allotted to each member who wishes to speak, after consultations with the Conference of Chairpersons, and in disregard of provisions of article 19 of this organic law.

### **Article 127:**

After submission of its report, the Committee that examined the draft bill may request that the provisions of the bill be put to vote without debate. The request shall be adopted by a three fifths (3/5) majority vote of Deputies present:

## **TITLE III: PROCEDURES ON DEBATES FOR OVERSIGHT OF GOVERNMENT ACTIONS**

### **Article 128:**

During legislative sessions, one sitting per week shall be devoted to questions the Deputies ask the members of the executive and the responses thereto. Through a written note with an acknowledgement of receipt, the Speaker shall inform the Prime Minister that one or several members of the Government is or are invited to come and verbally respond in the Plenary Sitting devoted for questions and responses.

Deputies may submit questions in writing before the Plenary Sitting.

Debates in the Plenary Sitting devoted to the examination of Deputies' letters and reports concerning oversight of Government actions shall be conducted in accordance with article 19 of this organic law.

However, where a Plenary Sitting is devoted to answers to oral questions, only the Deputies or their representatives who submitted such questions shall have the right to register on the first list, while other Deputies who wish to be registered may do so on the second list in accordance with provisions of article 19 of this organic law.

**Article 129:**

Reports of committee hearings shall be transmitted to the Plenary Assembly within a period the Plenary session determines. The period may be extended if necessary: The report shall indicate whether or not' the committee is satisfied with the explanations it has heard and indicates to the Plenary Sitting, its recommendations on the issue.

**TITLE IV: FIELD VISITS BY THE CHAMBER OF DEPUTIES**

**Article 130:**

Each deputy has a responsibility of visiting the population in order to acknowledge the good services rendered to them, their own achievements and to hear their problems.

Such a visit is conducted through Committees and Forums or Networks of Deputies provided for in this organic law, or by a Deputy as an individual.

A Deputy may, also acknowledge the good services or problems of the population through coordination Committee of the Province where he is invited, City of Kigali Council, District Council, Sector Council and Cell Council.

Except, in cases of urgency, visits to the population shall be conducted during parliamentary recess.

**Article 131:**

In Cell Council of their residence or domicile, Deputies are entitled to rights of expressing their views and to participate in voting during times of taking decisions. During other meetings mentioned in paragraph three of article 130, they are entitled to the rights of expressing their views but they do not vote.

**Article 132:**

If a Deputy is in the general meeting of the population convened by the leaders, he or she is entitled to the right of supplementing the leaders regarding the settlement of complaints of the population raised and he or she shall be given floor if he or she requests for it so that he or she may present any other issue to the people present in the meeting.



**Article 133:**

In order for the visits to the population to be conducted smoothly, the concerned Deputy shall inform in writing, the Speaker who, in turn, informs the relevant authorities at any convenient time.

**Article 134:**

When a Deputy conducts visits to the population through procedures provided for in article 130 of this organic law, he or she shall be provided with necessities by the Chamber of Deputies.

**Article 135:**

A security officer assigned to escort a Deputy on a field mission gets from the Chamber of Deputies a travel allowance equivalent to that given to a servant of a similar level.

**TITLE V : RELATIONS BETWEEN THE CHAMBER OF DEPUTIES AND THE SENATE****Article 136:**

The Parliament may be convened in an extraordinary joint session after consultations between the Presidents of both Chambers, at the request of the President of the Republic or that of a quarter (1/4) of the members of each Chamber.

**Article 137:**

If the Chamber of Deputies adopts the relevance of the finance bill, the Speaker requests the Senate to give its opinion.

The Senate may delegate its representative in the Committee of the Chamber of Deputies during the period of examination of the finance bill, in regard of explaining the views given by the Senate.

**Article 138:**

In respect of provisions of articles 88 and 89 of the Constitution, the Speaker shall, without delay send to the President of the Senate the bill of which the Senate has powers and the related reports adopted by the Chamber of Deputies.

When a draft bill is debated upon in the standing Committee of the Senate, the Chamber of Deputies, upon request by the Senate, may delegate its representative to explain the bill in that Committee.

**Article 139:**

When the Senate and the Chamber of Deputies agree on a bill, the President of the Senate informs the Chamber of Deputies and then the Speaker submits the bill to the Government, as agreed upon by both of the Chambers, for promulgation by the President of the Republic.

**Article 140:**

In the event that the Senate does not adopt a bill, the President of Senate informs the Speaker.

If the Senate adopts the bill after amendments, and the Chamber of Deputies rejects such an amendment, the Speaker shall inform the President of the Senate.

Within seven (7) days, the President of the Senate, after consultation with the Bureau of the Senate shall name five (5) Senators, and the Speaker after consultation with the Bureau of the Chamber of Deputies and approved by the Plenary Assembly, shall also name five (5) Deputies; and these Senators and Deputies shall make up a commission responsible for drafting proposals as to the compromise

The joint commission shall adopt the compromise reached and it shall be submitted to each chamber for adoption without any other amendments.

If such a compromise is not reached or in the event one Chamber does not adopt the compromise reached, the bill shall be returned to the initiator.

The draft bill which has been returned to its initiator in such a procedure shall not be reexamined in the same session.

In the event the initiator of the bill wishes the draft bill to be examined in another session, he or she shall table it before the Chamber of Deputies.

**Article 141:**

When both the Chambers of Parliament meet in a joint Plenary Sitting, the business shall be conducted in accordance with the internal rules of procedure of the Chamber of Deputies.

**Article 142:**

Institutions, which according to the Constitution and other laws submit their reports to the Parliament, shall do so in writing. The Institutions shall also present their oral reports to both chambers of the parliament convened in a joint Plenary Sitting

The relevant Committee of each Chamber examines the report and makes its

**Article 143:**

There may be established joint parliamentary Forums or Networks bringing together Senators and Deputies.

Each Chamber of Parliament approves such Forums or Networks, in accordance with the rules of procedure that governs it:

If one of the Chambers does not approve a joint parliamentary Forum or a Network of Senators and Deputies, the members of the Chamber that rejected it are not permitted to join such a Forum or Network. That does not prohibit the members of the Chamber that accepted it to establish and join it.

**Article 144:**

Matters concerning the working relations between the Chambers of the Parliament which are not provided for by this organic law shall be settled through consultations of Bureaus of both Chambers of Parliament.

**TITLE V : MANAGEMENT OF PERSONNEL AND FINANCE****Article 145:**

The Chamber of Deputies has its own budget and shall enjoy financial and administrative autonomy.

The Bureau of the Chamber of Deputies supervises the management of the personnel, finance and the property of the Chamber of Deputies.

**Article 146:**

The organisational structure of the Chamber of Deputies is made up of the Office of the Clerk, and other departments necessary for smooth running of the Chamber of Deputies.

The organisational services of the Chamber of Deputies are responsible for assisting the Deputies in terms of technical know how and equipment in order to perform their duties effectively.

All the administrative departments are under the responsibility of the clerk of the Chamber of Deputies and supervised by the Bureau of the Chamber of Deputies.

**Article 147:**

Notwithstanding the provisions of article 145 of this organic law, the personnel .of the Chamber of Deputies is governed by the General Statute of Rwanda Civil Service.

**Article 148:**

The Clerk of the Chamber of Deputies is appointed by a Presidential Order, upon request by the Speaker, after consultations with the Bureau of the Chamber of Deputies.

**Article 149:**

The budget allocated to the Chamber of Deputies shall be deposited on the account of the Chamber of Deputies in the National Bank.

**Article 150:**

The use of the budget of the Chamber of Deputies is controlled annually by the Auditor General of State finance.

**Article 151:**

A Presidential Order determines the organisational services of the Chamber of Deputies upon request by the Speaker and after approved by the Plenary Assembly of the Chamber of Deputies.

A Presidential Order shall determine the salaries and other benefits allocated to the personnel of the Chamber of Deputies.

**CHAPTER VI: MISCELLANEOUS AND FINAL PROVISIONS****Article 152:**

During the Plenary Sitting, the first thirty minutes (30) are reserved for complaints of the population. Any Deputy that has a serious complaint he or she received from a member of the public who wishes to forward it to the Plenary Assembly is given five (5) minutes. The issue that is forwarded to the Plenary Assembly is not debated upon; instead the Speaker immediately forwards it to the Parliamentary Committee in charge of petitions of population for follow up or it may be considered in regard to oversight over government actions.

**Article 153:**

Any new agenda of the Chamber of Deputies shall be submitted in writing to the Deputies at least two (2) days before its items are examined by the Plenary sitting except in cases of emergency. Such an agenda is announced on the state radio and television and on the website of the Chamber of Deputies if possible.

**Article 154:**

The General Secretariat of each Chamber prepares the budget proposal of the respective Chamber and both committees having finance in their attributions in both Chambers examine it.

The members of each chamber are notified in writing of such a proposal and the Plenary Assembly gives its views.

The members of committees having finance in their attributions in both chambers, jointly consult with the Minister having finance in his or her attributions on the budget proposal of each chamber at least two (2) days before it is integrated in the state finance bill.

**Article 155:**

Deputies shall use any language of their choice among the languages recognised by the Constitution to express their views orally or in writing.

**Article 156:**

A Deputy who goes for an official mission, shall travel with the relevant documents issued by the Speaker.

**Article 157:**

A Presidential Order determines the travel allowances allocated to a Deputy on official mission receives.

**Article 158:**

After an official mission, the Deputy transmits a report to the Speaker in a period not exceeding fifteen (15) days.

**Article 159**

Any draft law to change this organic law is submitted to the Speaker who, in turn, submits it to the Deputies. When the Plenary Assembly adopts the relevance of the bill, it is sent to the Conference of the Chairpersons for consideration.

**Article 160:**

The Deputy Speakers *who* were elected before this organic law comes into force are given attributions by the Plenary Assembly.

**Article 161:**

Forums or Networks which already exist are required to conform their statutes with this organic law within a period not exceeding three (3) months starting from the day it is published in the Official Gazette of the Republic of Rwanda.

**Article 162:**

Notwithstanding the provisions of article 71 of the Constitution, the Chamber of Deputies begins its duties of the session on the day of taking oath.

**Article 163:**

A Deputy concerned with provisions of article 103 of this organic law is given a period of thirty (30) days from the date of publication of this organic law in the Official Gazette of the Republic of Rwanda to comply with. However, a Deputy who signed a tender contract with the Government before the publication of this organic law shall proceed with, the contract until its termination. Such a contract is notified to the Speaker and a copy reserved to the Ombudsman.

**Article 164:**

In case the Chamber of Deputies is dissolved, its personnel proceed with their duties.

**Article 165:**

If there are issues that are not provided for by this organic law, the Bureau of the Chamber of Deputies proposes the procedures through which the issue is resolved and thereafter the Plenary Session takes a decision.

**Article 166:**

Law n° 09/99 of August 13, 1998 respecting the internal rules and procedures of the Transitional National Assembly as well as other previous legal provisions contrary to this organic law are hereby abrogated.

**Article 167:**

This organic law comes into force on the day of its publication in the Official Gazette of the Republic-of Rwanda.

Kigali, on 15/02/2006

The President of the Republic  
**KAGAME Paul (sé)**

The Prime Minister  
**MAKUZA Bernard**  
(sé)

Seen and sealed with the Seal of the Republic:

The Minister of Justice  
**MUKABAGWIZA Edda**  
(sé)