

STATUTORY INSTRUMENTS SUPPLEMENT

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THE LAND REGULATIONS, 2001

ARRANGEMENT OF REGULATIONS

Regulation

PART I: PRELIMINARY

1. Citation.
2. Interpretation.

PART II: FUNCTIONS OF COMMITTEES, BOARDS AND
THE COMMISSION.

3. Application for a Certificate of Customary Ownership.
4. Application for a Certificate of Occupancy.
5. Consent to grant Certificate of Occupancy.
6. Appeal against Owner's refusal to consent.
7. Terms and Conditions of Occupancy.
8. Receipt of payment of annual ground rent.
9. Non-payment of ground rent.
10. Application to convert customary tenure to freehold.
11. Decision of the Board to convert customary tenure to freehold.
12. Application for a grant of freehold tenure.
13. Conditions on conversion of customary tenure or leasehold to freehold.
14. Application for conversion of leasehold out of former public land to freehold.
15. Application for a leasehold.
16. Notices.
17. Orders.
18. Summons.
19. Oaths.
20. Procedures at hearings by Committee.
21. Procedures at hearing by a Board.

22. Procedures in connection with allocation of land by a Board or the Commission.
23. Functions of Board with respect to compensation.
24. Procedures with respect to the Commission's or the Board's powers over buildings.

PART III: PARCEL IDENTIFICATION AND LAND DEMARICATION.

25. Notice to interested parties.
26. Demarcation of boundaries.
27. Certification of boundaries.
28. Boundary clearing and marking.
29. Maintenance of boundaries.
30. Unit of measurement.
31. Preparation of sketch.
32. Methods of measurement.
33. Recording of Rights of Way.
34. Distribution of sketch.
35. Notification of survey of land held for a certificate of customary ownership.
36. Notification of survey of land held for a certificate of occupancy.
37. Parcel Identification Number.
38. Sub-divisions.
39. Existing plans.

PART IV: REGISTRATION OF LAND, RIGHT OF OCCUPANCY AND RELATED TRANSACTIONS.

40. Registry of the Recorder.
41. Presentation of Documents.
42. Consent of Registered Owner.
43. Manner of registration by Recorder.
44. Abstract Book.
45. Priority of Transactions.
46. Endorsing document with particulars of transaction.

47. Endorsed particulars, etc; to form basis of entries.
48. PIN Allocation Book.
49. Form of PIN Allocation Book.
50. Certificate of Customary Ownership.
51. Form of Certificate of Customary Ownership.
52. Certificate of Occupancy.
53. Form of Certificate of Occupancy.
54. Completion of Registration.
55. Registration not to cure defects or confer validity.
56. Transactions.
57. Lodging of a caveat.
58. Recorder may reject a caveat.
59. Effect of a caveat.
60. Removal of a caveat.
61. PIN File.
62. Documents to be presented in person.
63. Consent to transactions.
64. Time of grant of consent.
65. Variation of forms.
66. Power of Recorder to correct mistakes, errors and omissions.
67. Substitute Certificate.
68. Special Certificate.
69. Finding original certificate.
70. Finding duplicate certificate.
71. Search and Inspection of records.
72. Notice to correct errors in the Register Book.

PART V: COMMUNAL LAND ASSOCIATIONS

73. Application to the Registrar for Association.
74. Notice to convene a meeting.
75. Certificate of acceptance of the constitution of the Association.
76. Application for incorporation of the officers of an Association.
77. Certificate of incorporation.
78. Application for dissolution of an Association.
79. Model constitution.

- S0. Model common land management scheme.
- S1. District Register of Associations.
- S2. Form of Register of Associations.

PART VI: MEDIATION.

- S3. Invitation to the Mediator.
- S4. Time for negotiations.
- S5. Mediation in respect of applications.
- S6. Mediation in respect of claims to compensation.
- S7. Mediation in respect of any other dispute over land.
- S8. General principles of mediation and agreement.
- S9. Allowance for the Mediator.

PART VII: MISCELLANEOUS.

- 90. Preparation of documents.
- 91. Consent to assign or sub-lease land held under a lease granted out of former public land.
- 92. Application of Registration of Titles Act.
- 93. Immunity of Recorder.
- 94. Delegation of Functions.
- 95. Provision of Technical Services.
- 96. Allowance payable to Mediators.

PART VIII: FEES.

- 97. Fees.

PART IX: REVOCATION

- 98. Revocation

FIRST SCHEDULE - FORMS

- Form 1: Application for Certificate of Customary Ownership
- Form 2: Application for consent to obtain a Certificate of Occupancy
- Form 3: Notice to show cause why tenancy should not be terminated for non-payment of rent.
- Form 4: Application for Conversion from customary tenure to freehold tenure/grant of freehold

- Form 5: Application for Conversion of leasehold on former public land to freehold
- Form 6 Application for a leasehold
- Form 7: Public Notice: Application to convert customary tenure into freehold tenure.
- Form 8: Notice of a Hearing into application for grant of Freehold.
- Form 9: Public Notice: Application to convert leasehold out of former public land to freehold.
- Form 10: Order to attend Hearing by Parish/Urban/Division Land Committee.
- Form 11: Order to produce documents at a Hearing by Parish/Urban/Division Land Committee.
- Form 12: Summons to attend a Hearing by Parish/Urban/ Division Land Committee.
- Form 13: Witness Oath.
- Form 14: Interpreter's Oath.
- Form 15: Lease Offer.
- Form 16: Notice of intention to exercise powers under sections 54 and 61.
- Form 17: Notice of Application for a Certificate of Customary Ownership.
- Form 18: Notice of Application for a Certificate of Occupancy
- Form 19: Demarcation Form for a Certificate of Customary Ownership.
- Form 20: Demarcation Form for a Certificate of Occupancy
- Form 21: Notification of survey of customary land.
- Form 22: Notification of survey of land affected by right of occupancy.
- Form 23: Form for a subdivision of land held under Certificate of Customary Ownership.
- Form 24: Form for a subdivision of land held under Certificate of Occupancy.
- Form 25: Abstract Book
- Form 26: PIN Allocation Book
- Form 27: Certificate of Customary Ownership
- Form 28: Certificate of Occupancy
- Form 29: Transfer/Assignment of customary ownership right of occupancy
- Form 30: Lease/sublease of customary ownership/right of occupancy
- Form 31: Mortgage/Pledge of customary ownership/right of occupancy.

- Form 32: Release of Mortgage
Form 33: Caveat forbidding any transfer or change of ownership
Form 34: Removal of a Caveat
Form 35: Application to remove a Caveat
Form 36: Application for consent by registered owners to a Transaction
Form 37: Consent by family members/land committee to Transaction in land
Form 38: Application for a Special Certificate of Customary Ownership or Certificate of Occupancy
Form 39: Invitation to Mediator
Form 40: Application for consent to assign/sub-let a lease
Form 41: Notice by Registrar
Form 42: Application to Form a Communal Land Association
Form 43: Notice of meeting to form Communal Land Association
Form 44: Certification of Constitution of Communal Land Association
Form 45: Application for Incorporation of officers of Communal Land Association
Form 46: Certificate of Incorporation of Officers of Communal Land Association
Form 47: Application to District Registrar of Titles for Dissolution of Association
Form 48: District Register of Communal Land Associations

SECOND SCHEDULE:
FEES

THIRD SCHEDULE:
CONTENTS OF MODEL CONSTITUTION

FOURTH SCHEDULE:
DELEGATION OF POWERS

STATUTORY INSTRUMENTS

2001 No. 16.

THE LAND REGULATIONS, 2001

(Under Section 94 of the Land Act, 1998)

IN EXERCISE of the powers conferred upon the Minister responsible for lands by section 94 of the Land Act, 1998, and with approval of Parliament, these Regulations are made this 21st March, 2001.

PART I: PRELIMINARY.

1. These Regulations may be cited as the Land Regulations, 2001. Citation.

2. In these Regulations, unless the context requires— Inter-pretation.

“Act” means the Land Act, 1998;

“approximate North direction” means the direction a person faces when the right hand side points to the direction where the sun rises and the left hand side points to the direction where the sun sets;

“aquacultural products” includes fish, shellfish, and plants grown in water;

“Association” means a Communal Land Association established under section 16 of the Act;

“authenticated agreement” means a binding and written agreement between the parties to a process of mediation facilitated by the Mediator and signed by the parties and the Mediator;

“Board” means a District Land Board established by article 240 of the Constitution and section 57 of the Act;

- “certificate of customary ownership” means a certificate in the prescribed form and issued under section 8 of the Act;
- “certificate of occupancy” means a certificate in the prescribed form and issued under section 34 of the Act;
- “Committee” means a Land Committee established by section 65 of the Act;
- “the Commission” means the Uganda Land Commission established by article 238 of the Constitution and section 47 of the Act;
- “customary tenure” means a system of land tenure regulated by customary rules which are limited in their operation to a particular description or class of persons the incidents of which are described in section 4 of the Act;
- “District Registrar” means a District Registrar of Titles;
- “freehold tenure” means the holding of registered land in perpetuity subject to statutory and common law qualifications the incidents of which are described in section 4 of the Act;
- “horticultural products” includes vegetables, flowers, fruit and shrubs grown for ornamental purposes;
- “interest in the proceedings” means an interest, pecuniary or otherwise, that could conflict with the proper performance of a person’s functions in hearing and determining any matter and includes an interest of a blood relative or a relative by marriage;
- “Land Tribunal” means a District Land Tribunal or a Sub-county or Urban Land Tribunal established under Part V of the Act;

“lender” shall mean and include mortgagee or transferee of a mortgage;

“Mediator” means a person appointed to be and act as a Mediator under section 90 of the Act;

“PIN” means Parcel Identification Number which shall include the codes of the district, county, sub-county and parish;

“Recorder” means a Recorder established by section 69 of the Act.

PART II: FUNCTIONS OF COMMITTEES, BOARDS AND THE COMMISSION.

3. An application for a Certificate of Customary Ownership shall be in Form 1 specified in the First Schedule to these Regulations.

Application
for a
Certificate
of
Customary
Ownership

4. An application for a Certificate of Occupancy shall be in Form 2 specified in the First Schedule to these Regulations.

Application
for a
Certificate
of
Occupancy

5. Within six months after receiving the determination of the Committee on the boundaries of the land occupied by the tenant by occupancy the registered owner shall grant consent to the application for a certificate of occupancy in Form 2 specified in the First Schedule to these Regulations.

Consent to
grant
Certificate
of
Occupancy

6. Where consent is not granted by the registered owner, after six months from the date of receipt of the Committee's determination, the tenant by occupancy may appeal to the Land Tribunal for the consent.

Appeal
against
owner's
refusal of
consent.

7. The terms and conditions subject to which a tenant by occupancy shall occupy the land are as follows—

Terms and
conditions
of
occupancy

(a) the tenant shall pay annual ground rent to the registered owner:

- (b) apart from ground rent, the registered owner shall not ask for any other form of payment from the tenant by occupancy;
- (c) the tenant shall, with due regard to customary law, keep the land in accordance with the rules of good husbandry and planning regulations in the case of planned areas, and shall not allow any part of the land to become impoverished, injured or deteriorated;
- (d) any buildings on the land shall be kept in good and substantial repair, regard being had to their age, condition, and the materials with which they have been constructed;
- (e) where the tenant decides to erect any permanent buildings, those buildings shall be made from good and substantial materials, due regard being had to the customs and practices of building permanent buildings in the locality of the tenancy;
- (f) the tenant shall have quiet enjoyment of the tenancy without interruption from the registered owner;
- (g) the registered owner and the tenant by occupancy shall not —
- (i) place any obstruction on the land which may impede the use of any easement, or profit *a prendre* or usufructuary rights over the land:
or
 - (ii) impose any condition or charge any fee on the use of any easement or profit *a prendre* or usufructuary right which would affect a benefit that any person is entitled to and to which the land is subject.

8. The payment of annual ground rent by the tenant by occupancy shall be acknowledged in writing by the registered owner and acknowledgment shall contain the following —

Receipt on payment of annual ground rent.

- (a) a description of the land;
- (b) the period for which the rent is paid;
- (c) the amount that has been paid;
- (d) the names of the registered owner and the tenant by occupancy;
- (e) the signature of the registered owner or agent of the owner.

9. A notice to a tenant by occupancy requiring him or her to show cause why his or her tenancy should not be terminated for failure to pay rent shall be in Form 3 specified in the First Schedule to these Regulations.

Non-payment of rent.

10. An application to convert customary tenure to freehold shall be in Form 4 specified in the First Schedule to these Regulations.

Application to convert customary tenure to freehold tenure.

11. The decision of the Board on an application to convert customary tenure to freehold shall be in Form 4 specified in the First Schedule to these Regulations.

Decision of the Board on application for conversion of customary tenure to freehold.

12. An application for a grant of freehold tenure shall be in Form 4 specified in the First Schedule to these Regulations.

Application for a grant of freehold tenure.

13. A Board may attach to any conversion into freehold or to a grant of freehold any or all of the following conditions, limitations or restrictions —

Condition on conversion from customary tenure or leasehold to freehold.

- (a) the freehold owner shall keep and use the land in accordance with the rules of good husbandry, due regard being had to the customary practices of

land use in the area and to planning regulations in the case of planning areas;

(b) any buildings or other structures on the land shall, while they are in use, be kept in good and substantial repair;

(c) no obstruction shall be placed on the land which may impede the use of any easement or profit *a prendre* or usufructuary rights over the land and no conditions shall be imposed or fee charged on the use of any easement, or profit *a prendre* or usufructuary right which have been determined by the Board to exist and to which the conversion or grant is made subject;

(d) any condition, restriction or limitation which is binding on the freehold owner shall, unless otherwise expressly provided for in the document of conversion or the grant, be binding upon all persons claiming an interest in the land;

(e) any other condition the Board may consider necessary or desirable.

Application
for
conversion
of leasehold
out of
former
public land
to freehold

14. An application for conversion of leasehold out of former public into freehold shall be in Form 5 specified in the First Schedule to these Regulations.

Application
for a
leasehold.

15. An application for a leasehold shall be in Form 6 specified in the First Schedule to these Regulations.

Notices.

16. The notice of a hearing into any application before a Committee, a Board or the Commission under these Regulations shall be in Forms 7, 8 and 9 specified in the First Schedule to these Regulations.

17. An order requiring the attendance of a person or requiring a person to produce a document before a Committee shall be in Form 10 or Form 11 specified in the First Schedule to these Regulations. Orders.

18. (1) A summons issued by the Chairperson of a Committee to a person to attend a hearing into an application made under sections 6, 7, 10, 11, 29 and 34 of the Act shall be of not less than fourteen days notice. Summons.

(2) A summons to which this regulation refers shall be in Form 12 specified in the First Schedule to these Regulations.

19. An oath which may be administered by the chairperson of a Committee shall be in Form 13 or Form 14 specified in the First Schedule to these Regulations. Oaths.

20. (1) In considering any application to which sections 6, 7, 10, 11, 29 and 34 of the Act apply, a Committee shall comply with the rules of natural justice in determining its procedures and shall— Procedures at hearings by Committee

(a) conduct the hearing in public with due regard to order, decorum and fairness to all parties and shall make clear to any representatives appearing for any party that the Committee will concentrate on the substance of the matter before it and administer substantive justice without undue regard to technicalities;

(b) exclude any member of the Committee who has an interest in the proceedings, which interest such member of the Committee shall be under a duty to declare, or on receiving sustainable objection from any of the parties;

- (c) before the beginning of the hearing, decide what language may be used in the hearing;
- (d) in reaching a decision on the matter, have regard to the language most commonly used and understood in the parish or urban area where the hearing is taking place and to the language or languages understood by the parties;
- (e) provide for interpretation of the proceedings where necessary;
- (f) before the hearing determine and announce the hours of the day when the hearing will take place: except that in all cases, hearing shall be held between 8:00 a.m. in the morning and 7:00 p.m. in the evening;
- (g) permit an applicant and any other person wishing to make representations to the Committee to appear in person or by a representative;
- (h) allow an applicant to state his or her case first and then be questioned on any aspect of it or be asked to give further information about it by any member of the Committee or any other person claiming an interest or having information about the land which is the subject of the application;
- (i) after the applicant or his representative has put his or her case, allow any person claiming an interest in the land to put his or her case and be questioned on it by the Committee and the applicant;
- (j) allow any person, including the applicant, to make representations both in person or in writing or in person and in writing on which he or she may be questioned;
- (k) where the Committee intends to call evidence on any matter or issue, inform all the parties to the hearing of that fact and allow them to comment on and ask questions about that evidence;

- (l) where the Committee visits and inspects the land which is the subject of the application, allow both the applicant and any other person claiming an interest in the land to point out features of the land and make other points about the land and their interests in the land;
- (m) either by the chairperson of the Committee or an official appointed for the purpose by the chairperson, keep notes of the proceedings at the hearing including records of any visits made to any land in the course of the hearing;
- (n) accept as evidence about the boundaries of the land the subject of the application
 - (i) a statement about the boundaries by any person acknowledged in the community as being trustworthy and knowledgeable about land matters in the parish or the urban area;
 - (ii) simple or customary forms of identifying or demarcating boundaries using natural features and trees or buildings and other prominent objects;
 - (iii) human activities on or about the land such as the use of footpaths, cattle trails, watering points, and the placing of boundary marks on the land;
 - (iv) maps, plans and diagrams, whether drawn to scale or not, which show by reference to any of the matters referred to in sub-paragraph (ii) or (iii) the boundaries of the land;
- (o) have particular regard to the interests in the land, the subject of the application, of women, children and persons with disabilities and ensure that all such interests are fully and properly considered and recorded;

- (p) in deciding whether to exercise its discretion to adjourn a hearing, the Chairperson may adjourn the hearing to facilitate any parties to the hearing to reconcile any differences they may have about their respective interests in the land and must then record any such agreement which is reached when the hearing recommences;
- (q) have regard to the desirability, at any time during or after a hearing has ended, of making a preliminary finding on any matter and where it does so, it shall invite the parties to comment on that finding either in person or in writing;
- (r) try to reach a consensus on all decisions but if that is not possible, then a majority decision may be reached with the reasons for both the majority decision and the minority position being recorded in the report prepared for the Board; except that where there is a tie in voting the chairperson shall have a casting vote;
- (s) in deciding whether any issue has been proved before the Committee, determine whether the facts have been proved on the balance of probabilities, that is, whether it is more likely than not that any fact has been proved;
- (t) having regard to paragraph (a) of subsection (6) of section 7 of the Act, prepare a report which shall include —
- (i) the name of the Committee;
 - (ii) the number of the hearing;
 - (iii) the names of the parties;
 - (iv) a summary of the evidence of the parties and all witnesses:

- (v) the findings on all applications and claims together with the reason for those findings;
 - (vi) the recommendations on all applications and claims together with reasons for those recommendations;
 - (vii) a sketch and determination of the boundaries referred to in section 34 (4) of the Act;
- (iii) sign the report prepared in accordance with paragraph (i) of this regulation:
- (iv) subject to sections 7(6)(c) and 67(2) of the Act, submit its reports to the Board once a month.

(2) Where an application under these Regulations is made in respect of any parcel of land which lies partly within one parish and partly within another, the Committee shall cause a notice to be forwarded to the chairperson of the Committee of the other parish and thereafter a joint Committee meeting of the affected parishes shall proceed to deal with the application so far as it relates to that part or that parcel of land that lies wholly within the affected parish in the manner prescribed by these Regulations.

(3) No action under Part III of these Regulations shall be taken by the Committee in respect of any land in relation to which action is pending in any Tribunal or court or in respect of which a Mediator is exercising any functions under the Act.

21. (1) In holding hearings relating to applications under regulations 10, 12 and 14 of these Regulations, a Board shall have regard to the regulation 20 and shall, to the extent that it is relevant to do so, comply with that regulation.

Procedures
at hearing
by a Board.

(2) A Board shall hold a hearing into an application for the conversion of a lease granted out of former public land to freehold—

- (a) where it appears that all or any of the conditions referred to in paragraphs (a) to (e) of subsection (1)

of section 29 of the Act have not been complied with and that it is in the interests of justice and fairness that a hearing be held to enable the applicant to satisfy the Board on that matter;

(b) in any case where the application relates to land in excess of one hundred hectares, in order to determine whether it is in the public interest to permit the conversion, and to determine "public interest".

(3) On receipt of an application to convert a lease in respect of land in excess of one hundred hectares into a freehold, the Board shall —

(a) advertise at the applicant's expense, for at least fourteen days in a newspaper with a wide circulation in the district where the land is located, and by other means as are intended to draw the matter to the attention of persons likely to be affected by the application;

(b) determine on the basis of evidence brought before it whether or not it is in the public interest to convert the land which is the subject of the application.

Procedures
in
connection
with
allocation of
land by a
Board or
the
Commission

22. (1) A person may apply to a Board or the Commission to be allocated land—

(a) in the case of a Board, land in the district which is not owned by anybody;

(b) in the case of the Commission land held by it

(2) On receipt of an application referred to in sub-regulation (1) of this regulation, the Board or the Commission may—

(a) advertise the application for at least twenty one days in a newspaper with wide circulation in the district and by such other means as are likely to draw the matter to the attention of persons within the district;

(b) invite any person to comment on or object to the application, giving reasons for any comment or objection;

(c) determine, after taking into account any comments or objections that may be made, in a meeting at which members of the public may be present, whether the applicant should be allocated the land for which application is made.

(3) A Board or the Commission may dispose of land held by it by auction or tender or direct offer.

(4) In making a decision under paragraph (c) of sub-regulation (2) of this regulation, the Board or the Commission shall consider —

(a) the proposed use of the land;

(b) the price offered for the land;

(c) planning concerns;

(d) environmental issues;

(e) any other relevant factors.

(5) Where a Board or the Commission determines not to allocate land to a person, the Board or Commission shall record its reasons for not doing so and accordingly inform the applicant including the right of appeal provided under the Act.

(6) Any offer made by a Board or the Commission shall be—

(a) communicated to the offeree stating the terms and conditions of the offer;

(b) conditional upon payment of fees and other charges, in full or by instalment;

(c) conditional upon acceptance of the offer within a specified period.

(7) The lease offer or grant of freehold shall be in Form 15 specified in the First Schedule to these Regulations.

(8) In the performance of its functions under this regulation a Board or the Commission shall, to the extent that it is relevant to do so, comply with regulation 20 of these Regulations.

Functions of
the Board
with respect
to
compensa-
tion.

23. (1) A Board shall, when compiling and maintaining a list of rates of compensation under paragraph (e) of subsection (1) of section 60 of the Act, take into account the following—

- (a) no compensation shall be payable in respect of any crop which is illegally grown;
- (b) as much as possible, time will be allowed for harvesting of seasonal crops;
- (c) the current market value of the crops and trees in their locality will form the basis of determining compensation;
- (d) for buildings of non-permanent nature, replacement cost less depreciation will form the basis of compensation;
- (e) disturbance allowance of—
 - (i) fifteen percent of the value stated in paragraphs (c) and (d) is payable if notice of six months or more is given; or
 - (ii) thirty percent of the value stated in paragraphs (c) and (d) is payable if notice of less than six months is given;
- (f) interest at a rate determined by the Minister responsible for finance on any compensation not paid within six months after its becoming due to be paid.

24. In exercising its powers to erect, alter, enlarge, improve, or demolish any building or other erection on any land held by it under paragraph (b) of section 54 or paragraph (b) of subsection (2) of section 61 of the Act, the Commission or the Board shall—

Procedures with respect to the Commission's or the Board's powers over buildings.

- (a) prior to exercising that power, give notice in Form 16 specified in the First Schedule to these Regulations to the owner of the building and any person residing in or using that building of its intention to exercise its power; and where the Commission or the Board proposes to demolish any building, give to any person residing in the building, not less than ninety days from the day of compensation of any;
- (b) consider any representations which may be made by any person to whom a notice under paragraph (a) of this regulation has been sent;
- (c) determine and pay promptly any compensation which falls to be paid in respect of the demolition of any building or any part of a building.

PART III: PARCEL IDENTIFICATION AND LAND DEMARCATION

25. (1) For purposes of section 6(1) (a) and (b) of the Act, the Committee shall, in accordance with section 7(2) of the Act, give notice in Form 17 specified in the First Schedule of these Regulations, of not less than two weeks to the applicants, owners of the adjacent land and other interested parties fixing the date and time of inspection of the land.

Notice to interested parties.

(2) For purposes of section 34(2) and (3) of the Act, upon receipt of notice from the registered owner, the Committee shall give notice of not less than three weeks and not more than three months to the applicant, the registered owner, tenants by occupancy, if any, who are neighbours of the applicant and other interested parties fixing the date and time of inspection of the land.

(3) The notice under sub-regulation (2) of this regulation shall be in Form 18 specified in the First Schedule to these Regulations.

Demarcation of Boundaries.

26. (1) The Committee shall walk around the land, tracing, ascertaining, verifying, determining and marking the boundary of the land in the presence of the applicant, neighbours, owners of adjacent land and other interested parties.

(2) In marking of boundaries the Committee shall use boundary markers commonly used in the respective areas.

(3) When marking the boundaries, turning points, corners and other changes in direction shall be given prominence and in between them, markers shall be placed at such intervals that they can be easily seen one after the other.

Certification of Boundaries

27. (1) The Committee, the owner, in the case of customary ownership, at least one owner of the neighbouring land, and at least two adult residents of the area present at the time of inspection of the land, shall certify the correctness of the boundaries by signing Form 19 specified in the First Schedule to these Regulations.

(2) The Committee, the registered owner or his or her duly appointed representative in the case of tenancy by occupancy, the applicant, at least one owner of the neighbouring land, and at least two adult residents of the area present at the time of inspection of the land shall certify the correctness of the boundaries by signing Form 20 specified in the First Schedule to these Regulations.

Boundary clearing and marking.

28. Costs relating to activities referred to in regulation 26 of these Regulations except remuneration of Committee members, shall be borne by the applicant.

Maintenance of Boundaries.

29. Maintenance of the boundaries shall be the responsibility of the people sharing the established common boundaries.

30. The unit of measurement shall be the metre.

Unit of
Measure-
ment

31. (1) In the process of land demarcation the Committee shall prepare a sketch of the land.

Preparation
of sketch.

(2) The sketch shall—

(a) in the case of a certificate of customary ownership, be drawn on Form 19 specified in the First Schedule to these Regulations;

(b) in the case of a certificate of occupancy, be drawn on Form 20 specified in the First Schedule to these Regulations;

(c) be drawn using either a black or a blue ball point pen;

(d) be made of connected lines forming a closed shape:

(e) indicate along the lines the measured distances in metres between successive marked points drawn as crosses;

(f) indicate the names of the owners of all the adjacent parcels of land;

(g) show the approximate North direction;

(h) indicate prominent reference features of a permanent nature, if any, on or near the land, including paths, roads, tracks, rivers, permanent buildings, rocks, trees, among other things.

32. (1) The boundaries shall be measured using a tape and it shall not be necessary to draw the sketch to scale and the area shall be estimated.

Methods of
Measure-
ment.

(2) If an applicant wishes to determine the actual area of the land he or she may arrange and pay for the services of a Land Surveyor.

Recording
of Rights of
Way

33. A right of way shall be indicated on the sketch by dotted lines and shall be clearly described.

Distribution
of sketch

34. (1) The Committee shall, in the case of an application for a certificate of customary ownership, produce three copies of the sketch.

(2) The original shall be sent to the Board, a copy shall be given to the applicant and a copy shall be retained by the Committee.

(3) Where an application for a certificate of customary ownership has been approved, the Board shall make copies of the sketch and—

(a) retain one copy for its records;

(b) send the original and a copy to the Recorder for purposes of issuing of a certificate.

(4) The Committee shall, in the case of an application for a certificate of occupancy, produce five copies of the sketch and —

(a) the original and a copy of the sketch shall be sent together with the consent of the registered owner or the Tribunal, as the case may be, to the Recorder for purposes of issuing a certificate;

(b) copies of the sketch shall be given to the applicant and the registered proprietor; and

(c) a copy shall be retained by the Committee.

Notification
of survey of
land held
for a
certificate
of
customary
ownership

35. (1) Where a certificate of customary ownership has been issued and subsequently land has been surveyed, the certificate holder shall inform the Recorder of the area surveyed and submit a certified plan.

(2) The notification shall be in Form 21 specified in the First Schedule to these Regulations.

36. Where a certificate of occupancy has been issued and subsequently land has been surveyed, with the consent of the owner, the notification shall be submitted to the Recorder in Form 22 specified in the First Schedule to these Regulations.

Notification of survey of land held for a certificate of occupancy

37. A parcel of land for which a certificate of customary ownership or a certificate of occupancy has been issued shall bear a unique Parcel Identification Number (PIN) which shall be given by the Recorder.

Parcel Identification

38. Where there is a sub-division of a registered parcel—

Sub-divisions.

(a) the old PIN shall be crossed out and a new PIN assigned to each piece;

(b) in the case of a certificate of customary ownership, the sub-division shall be recorded in Form 23 specified in the First Schedule to these Regulations:

(c) in the case of a certificate of occupancy, the sub-division shall be recorded in Form 24 specified in the First Schedule to these Regulations.

39. Where certified plans already exist, in the case of a certificate of customary ownership, the certified plans shall be forwarded with the application to the Committee.

Existing plans.

PART IV: REGISTRATION OF LAND, RIGHT OF OCCUPANCY AND RELATED TRANSACTIONS

40. A Recorder shall establish, keep and maintain—

Registry of the Recorder.

(a) an Abstract Book:

(b) a PIN Allocation Book:

(c) a Register of certificates of customary ownership:

(d) a Register of certificates of occupancy:

(e) a PIN File.

Presentation of documents.

41. The Board shall send its decision and a sketch in Forms 1 and 19, respectively, specified in the First Schedule to these Regulations to the Recorder to issue a Certificate of Customary Ownership.

Consent of registered owner.

42. The applicant shall take the consent of the registered owner and the sketch of the land in Forms 2 and 20, respectively, to the Recorder to issue a Certificate of Occupancy.

Manner of registration by Recorder

43. Upon receipt of either the decision of the Board and the sketch or the consent of the registered owner and the sketch referred to in regulations 41 and 42 of these Regulations, the Recorder shall acknowledge receipt thereof and record them in the Abstract Book in such a manner as to observe priority.

Abstract Book.

44. The Abstract Book shall be in Form 25 specified in the First Schedule to these Regulations.

Priority of transactions.

45. All subsequent transactions shall be recorded in the Abstract Book in such a manner as to observe priority.

Endorsing document with particulars of transaction.

46. Immediately after entering a transaction in the Abstract Book, the Recorder shall copy from the Abstract Book the particulars of the transaction relating to number, date and time of presentation and endorse them on the document.

Endorsed particulars, etc. to form basis of entries.

47. The endorsed particulars shall form the basis of entries and will in addition be part of other information obtained from the document presented for registration.

PIN Allocation Book.

48. When issuing a certificate of customary ownership or certificate of occupancy, the Recorder shall, immediately after endorsing the particulars on a document, record the transaction in the PIN Allocation Book and allot a Parcel Identification Number (PIN) and the PIN shall be used to issue a certificate.

Form of PIN Allocation Book.

49. The PIN Allocation Book shall be in Form 26 specified in the First Schedule to these Regulations.

50. (1) The Recorder shall issue a certificate of customary ownership in duplicate. Certificate of Customary Ownership.

(2) The Recorder shall keep the original certificate and give the duplicate certificate to the owner of the land.

51. A Certificate of Customary Ownership shall be in Form 27 specified in the First Schedule to these Regulations. Form of Certificate of Customary Ownership.

52. (1) The Recorder shall issue a Certificate of Occupancy in duplicate. Certificate of Occupancy.

(2) The Recorder shall keep the original certificate and give the duplicate to the owner.

53. A Certificate of Occupancy shall be in Form 28 specified in the First Schedule to these Regulations. Form of Certificate of Occupancy.

54. (1) Registration of any document shall be completed when the Recorder signs entries on the certificate and certifies by signing a memorandum on the document presented for registration. Completion of Registration

(2) Signature of the Recorder appended, as stated in sub-regulation (1) of this regulation, on the certificate and the document shall be conclusive evidence of registration.

55. The registration of a certificate or any other document shall not cure any defect nor confer upon any certificate or other document any effect or validity which it would otherwise not have, except so far as provided in the Act and these Regulations. Registratic not to cure defect or confer validity.

56. (1) A holder of a Certificate of Customary Ownership or a Certificate of Occupancy may transfer, lease, sub-let, assign or mortgage his or her customary ownership or right of occupancy subject to the necessary consents. Transaction

(2) A transfer or assignment shall be in Form 29 specified in the First Schedule to these Regulations.

(3) A lease or sub-lease shall be in Form 30 specified in the First Schedule to these Regulations.

(4) A mortgage or a pledge shall be in Form 31 specified in the First Schedule to these Regulations.

(5) When the borrower has fulfilled the terms and conditions of a mortgage or a pledge the lender shall execute a release of the mortgage or pledge in Form 32 specified in the First Schedule to these Regulations.

Lodging of
a caveat

57. Any person having a claim or interest in land or right of occupancy which is a subject of a transaction may lodge a caveat in Form 33 specified in the First Schedule to these Regulations.

Recorder
may reject a
caveat.

58. The Recorder shall not accept the caveat unless the caveator has made a declaration in Form 33 specified in the First Schedule to these Regulations, verifying the truth of a claim stated in the caveat.

Effect of a
caveat.

59. The effect of a caveat is to prevent any sale, exchange, pledge, mortgage, lease, transfer or change in ownership of the land or right of occupancy.

Removal of
a caveat.

60. (1) A caveat may be removed—

(a) by voluntary withdrawal by the caveator in Form 34 specified in the First Schedule to these Regulations;

(b) upon an order of a Land Tribunal on an application by a registered customary owner or a tenant by occupancy for removal of a caveat;

(c) if it lapses.

(2) A caveat shall lapse where—

- (a) a registered customary owner or tenant by occupancy applies to the Recorder for its removal in Form 35 specified in the First Schedule to these Regulations;
- (b) the Recorder gives notice of thirty days to the caveator to obtain an order from the Land Tribunal to delay or prevent its removal but no such order is produced within the specified time.

61. A PIN File shall be a folder where the Recorder shall keep Certificates of Customary Ownership or Certificates of Occupancy, documents forming the basis of registration, correspondence, and any other documents.

PIN File.

62. (1) Documents relating to land transactions shall be presented to or collected from the Recorder by the customary owner or the tenant by occupancy or by an authorised person-

Documents to be presented in person.

(2) Authorisation shall be by either-

(a) power of attorney; or

(b) an order of a court or a Land Tribunal; or

(c) a letter signed by the owner or the occupant.

63. (1) The Recorder or Registrar shall not register any transaction where the consent required under section 35 or 40 of the Act is not produced, unless there is an order of the Tribunal or a court to dispense with the consent.

Consent to transactions.

(2) The application of a tenant by occupancy for consent by the registered owner to a transaction shall be in Form 36 specified in the First Schedule to these Regulations.

(3) The application for consent of a spouse, child or committee shall be in Form 37 specified in the First Schedule to these Regulations.

Time of
grant of
consent.

64. The consent to a transaction required under sections 35 and 40 of the Act shall be granted within sixty days from the date on which the application was received.

Variation of
forms.

65. The forms contained in the Schedules to these Regulations may be modified or altered in expression to suit the circumstances of every case; and any variation from such a form not being a matter of substance shall not affect its validity or regularity.

Power of
Recorder to
correct
mistakes,
errors and
omissions.

66. The Recorder may where it is brought to his or her attention in writing or on his or her own motion, correct errors, mistakes or omissions in the records kept in accordance with regulation 40 of these Regulations.

Substitute
certificate.

67. (1) If the original certificate of customary ownership or certificate of occupancy is lost or torn or destroyed the Recorder may make a copy of it containing all the entries based on information from all the records in the office and other sources.

(2) The Recorder shall endorse on the copy that it is a substitute certificate.

Special
Certificate.

68. (1) If the duplicate certificate of customary ownership or certificate of occupancy is lost, torn or destroyed, the Recorder may, upon application by the owner or occupant, supported by a declaration in Form 38 specified in the First Schedule to these Regulations, make a copy of it containing all entries appearing on the original or substitute certificate.

(2) The Recorder shall endorse on the copy that it is a special certificate.

(3) The Recorder shall advertise by placing a notice at the Gombolola and District Headquarters where the land is located before issuing a special certificate.

Finding
original
certificate.

69. (1) When the lost original certificate of customary ownership or certificate of occupancy is found, the Recorder shall update it and cancel the substitute certificate.

(2) The cancelled substitute certificate shall be kept in the PIN File.

70. (1) When the lost duplicate certificate of customary ownership or certificate of occupancy is found, the Recorder shall update it and cancel the special certificate. Finding duplicate certificate.

(2) The cancelled special certificate shall be kept in the PIN file.

71. (1) Any person may, upon payment of a fee prescribed in Part A of the Second Schedule to these Regulations, during working hours— Search and inspection of records.

(a) inspect the PIN File;

(b) search and obtain a copy of any document in the PIN File.

(2) A copy of any of the documents certified by the Recorder will be admissible in evidence.

72. A notice to a person likely to be affected by the exercise of powers of the Registrar specified in section 92 of the Act shall be in Form 41 specified in the First Schedule to these Regulations. Notice to effect changes in the Register Book.

PART V: COMMUNAL LAND ASSOCIATIONS.

73. An Application to the Registrar to form an Association shall be in Form 42 specified in the First Schedule to these Regulations. Application to form an Association.

74. (1) A notice to convene a meeting to set up an Association shall be in Form 43 specified in the First Schedule to these Regulations. Notice to convene meeting to set up an Association.

(2) A copy of the notice shall be put in a prominent place on the land for which incorporation is sought.

75. A certificate of the District Registrar that a constitution of an Association complies with the provisions of subsection (3) of section 18 of the Act shall be in Form 44 specified in the First Schedule to these Regulations. Certificate of acceptance of the constitution of the Association.

76. An application to the District Registrar for the incorporation of the officers of an Association which has voted to approve a certified constitution shall be in Form 45 specified in the First Schedule to these Regulations. Application for incorporation of the officers of an Association.

Certificate
of incorpo-
ration

77. The Registrar shall issue a certificate of incorporation of the officers of an Association in Form 46 specified in the First Schedule to these Regulations, upon submission of the following—

- (a) an application by the officers for incorporation;
- (b) a resolution by members to incorporate;
- (c) a resolution by members electing officers to form a management committee of the Association;
- (d) certification of compliance with the model constitution;
- (e) an approved constitution.

Application
for
dissolution
of an
Association.

78. An application to the District Registrar for the dissolution of an Association shall be in Form 47 specified in the First Schedule to these Regulations.

Model
constitution.

79. The contents of the model constitution of an Association may be as prescribed in the Third Schedule to these Regulations.

Model
common
land
managemen
t scheme

80. The contents of a model common land management scheme which may be prepared by a Board shall follow the provisions of sections 26 and 27 of the Act and in addition shall—

- (a) provide for an appeal to a Land Tribunal by a member of an Association excluded from using the common land against that exclusion or against any other penalty imposed on such member under the scheme; and
- (b) have regard to any guidance issued by the District Registrar in that regard.

District
Register of
Associations

81. A District Registrar shall keep a register of incorporated Associations to be called "The District Register of Associations" and shall register in the manner provided for in these Regulations all Associations which have been incorporated in accordance with the Act and are operating within the District.

Form of
Register of
Associations

82. The Register shall be in Form 48 specified in the First Schedule to these Regulations.

PART VI: MEDIATION.

83. An invitation to a Mediator to assist the parties referred to in section 31 specified in the Act to reach an agreement shall be in Form 39 specified in the First Schedule to these Regulations.

Invitation to Mediator.

84. The time for which negotiations between the parties may continue before either party can invite the Mediator to assist in the negotiations shall be six months from the commencement of the day of negotiations.

Time for negotiations.

85. (1) The Mediator may, on being requested to do so assist the parties in negotiation to resolve any differences they may have over an application or any part of the application.

Mediation in respect of applications.

(2) The assistance may be in respect of—

- (a) an application for a certificate of customary ownership; or
- (b) an application to convert customary tenure to freehold tenure; or
- (c) an application to sub-divide land held by an Association and to transfer portions of the sub-divided land to individuals

86. When requested to do so, the Mediator may assist parties to resolve any differences they may have involving claims for —

Mediation in respect of claims to compensation.

- (a) compensation under subsection (7) of section 42 specified in the Act;
- (b) in connection with the acquisition of land under section 43.

87. When requested to do so by parties to a dispute over land and such dispute has not been referred to the Land Tribunal or where a dispute being the subject of a hearing before a Land Tribunal is adjourned to allow mediation, the Mediator may assist the parties to resolve the dispute.

Mediation in respect of any other dispute over land arising under the Act

88. (1) In exercising any functions of mediation under the Act or these Regulations, a Mediator shall have regard to the following—

- (a) be guided by the principles of objectivity, fairness and justice, giving consideration to, among other things, the rights and obligations of the parties, the customary and statutory laws and traditional practices on land, having due regard to the Constitutional provisions, and the circumstances surrounding the matter including any previous dealings or disputes between the parties;
- (b) conduct the mediation in such a manner as he or she considers appropriate, taking into account the wishes of the parties, the circumstances of the case and the desirability of reaching a speedy settlement of the dispute;
- (c) meet or communicate with the parties together or separately;
- (d) at any stage of the proceedings make proposals, either orally or in writing and with or without reasons for the settlement of any dispute between the parties;
- (e) as a result of mediation, when it appears that there are elements of an agreement or settlement which may be acceptable to the parties, formulate the terms of the agreement or settlement and explain the terms to the parties and after receiving those comments from the parties, reformulate those terms taking into account those comments.

(2) Where an agreement or settlement has been reached between the parties, the Mediator shall draw up a written agreement which, once it has been signed by all parties, shall be binding on the parties.

(3) The written agreement shall be authenticated by the Mediator and copies of the authenticated agreement shall be given to the parties.

(4) Where no agreement or settlement has been reached between the parties either party may refer the matter to a Tribunal.

89. A Mediator appointed by the parties shall be paid such allowance as may be prescribed in the Second Schedule of the Regulations.

Allowance for the Mediator.

PART VII: MISCELLANEOUS.

90. The Registrar of Titles or the District Registrar shall prepare documents on behalf of a Board or the Commission for facilitating the registration and transfer of interests in land.

Preparation of documents.

91. (1) A lessee who is a non-citizen shall not assign or sub-let land leased out of former public land without the prior written consent of a Board or the Commission.

Consent to assign or sub-let land held under a lease granted out of former public land.

(2) Sub-regulation (1) of this regulation shall not apply in cases of transmission of interest in land upon death.

(3) Application for consent to assign or sub-let shall be in Form 40 specified in the First Schedule to these Regulations.

92. Certificates of title relating to leasehold, freehold, mailo and transactions relating to them shall be processed in accordance with the Registration of Titles Act.

Application of Registration of Titles Act. Cap. 205.

93. The Recorder shall not be personally liable for any action done or omitted to be done in good faith when exercising any of his or her powers under the Act.

Immunity of Recorder.

94. Functions of a Board or the Commission under the Act which are specified in the Fourth Schedule to these Regulations are by this regulation delegated to officers specified in the Schedule; except that no such delegation shall divest the Board or the Commission of the delegated powers.

Delegation of Functions.

Provision of
Technical
Services.

95. A District where technical services are not available to facilitate a Board in the performance of its functions under the Act may obtain such services either from the Central Government or from another District or from any other source under such terms and conditions as may be mutually agreed.

Allowance
payable to
Mediator

96. The allowance payable to a Mediator shall be—

(1) In the case of a matter referred by a District Land Tribunal, not less than 8 currency points and not more than 10 currency points.

(2) In the case of a matter referred by a Sub-county Land Tribunal or Urban Tribunal, not less than 4 currency points and not more than 5 currency points.

PART VIII: FEES.

Fees.

97. (1) The fees which are specified in the second column of the Second Schedule to these Regulations shall be the fees which are payable in respect of any of the activities specified in the first column of that Schedule.

(2) All prescribed Forms mentioned in these Regulations shall be serialised, coded and provided by Government at a fee prescribed in the Second Schedule to the Regulations.

PART IX: REVOCATION.

Revocation.

98. (1) The regulations made or saved under the Public Lands Act, 1969, and saved under subsection (2) of section 99 of the Act are revoked.

(2) For the avoidance of doubt, all other statutory instruments made or saved under the Public Lands Act, 1969 are revoked.

SCHEDULE

FIRST SCHEDULE

FORM 1

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 5(3))

THE LAND REGULATIONS, 2001

Regulation 3

APPLICATION FOR CERTIFICATE OF CUSTOMARY OWNERSHIP

PART I: (To be filled by the applicant)

- | 1. Full Name(s) (surname first) | Sex | Age | Marital Status |
|---------------------------------|-------|-------|----------------|
| (i) | | | |
| (ii) | | | |
| (iii) | | | |
| (iv) | | | |
| (v) | | | |
| (add as necessary) | | | |
2. Address (i) permanent
- (ii) Contact
3. Location of land the subject of application:
- Village/Zone
- Parish/Ward
- Sub-county/Town
- County/Division
- District

4. Approximate area (ha)
5. Use or occupation of land (e.g. farming, housing)
6. Names of owners of adjacent land
- 7 (a) Do you want to hold the land as a family? YES/NO
 (b) Do you want to hold the land as a community? YES/NO
 If yes, state shares (fractions or percentages)
- (c) Do you want to hold the land as individuals? YES/NO

Signature(s)/Thumbprint(s) of applicant(s)

- (i)
 (ii)
 (iii)
 (iv)

Date of application.....

PART II: *(For official use only)*

Remarks and recommendations of Parish/Urban/Division Land Committee
 (delete where not applicable).

.....

Names and Signatures of members of Committee

- (i)
 (ii)
 (iii)
 (iv)

Official Stamp

Date.....

PART III

Decision of District Land Board

The application is approved/rejected/deferred

The application is approved upon the following terms and conditions

.....
.....
.....
.....

The application is not approved due to the following reasons:

.....
.....
.....
.....

(d) Minute number.....

Name and Signature.....

Chairperson.
District Land Board

Official Stamp

Date.....

THE REPUBLIC OF UGANDA
THE LAND ACT, 1998

(S. 34(1))

THE LAND REGULATIONS, 2001

Regulation 4

APPLICATION FOR CONSENT TO OBTAIN
A CERTIFICATE OF OCCUPANCY

PART I

(To be filled by the applicant)

I	Full Name(s) (surname first)	Sex (M/F)	Age	Nationality	Marital Status	No. of Children and Ages
	(i)
	(ii)
	(iii)
	(iv)
	(v)

(add as necessary)

2. Address (i) Permanent
-
- (ii) Contact
-

3. Location of land the subject of application:

Village/Zone

Parish/Ward

Sub-county/Town

County/Division

District

4. Approximate area (ha)

5. Use or occupation of land (e.g. farming, housing)

6. Names of owners of adjacent land

.....

.....

.....

7. State the date of commencement of occupancy.....
8. State how you came to occupy the land
-
9. (a) Do you wish to hold the land as a family? YES/NO
- (b) Do you wish to hold the land as a community? YES/NO
- If yes, state shares (fractions or percentages)
- (c) Do you wish to hold the land as individuals? YES/NO

I am/We are requesting your consent to my/our application to register my/our tenancy by occupation in the office of the Recorder and obtain a certificate of occupancy.

Name and Signature/Thumbprint(s) of applicant(s)

- (i)
- (ii)
- (iii)
- (iv)

Date of application.....

PART II:

(To be filled by the registered owner)

Notice is hereby given to the Committee that I/we have received the above application form for a certificate of occupancy. I hereby forward the application for your action.

Name(s) and signature(s)	Registered Owner(s)
.....
.....
.....
.....

Date.....

PART III:
(To be filled by the Committee)

.....Parish/Urban/Division Land Committee has determined, verified, and demarcated the boundaries of the land as contained in the attached sketch (Form).

Other remarks

.....
.....
.....
.....

Name and signature of Chairperson.....
Parish/Urban/Division Land Committee

Official Stamp

Date

PART IV:
(To be filled by the registered owner)

A: I/we the Registered Owner(s) of land whose particulars are above hereby grant/do not grant consent to your application to register a tenancy by occupancy.

(delete whichever is inapplicable)

B: Reasons for not consenting

.....
.....
.....
.....
.....
.....

Name(s) and signature(s)

Registered Owner(s)

.....
.....
.....
.....

Date

THE REPUBLIC OF UGANDA
THE LAND ACT, 1998

(S.32 (6))

THE LAND REGULATIONS, 2001

Regulation 9

NOTICE TO SHOW CAUSE WHY TENANCY SHOULD NOT BE
TERMINATED FOR NON-PAYMENT OF RENT

To: Mr/Mrs/Miss/Ms
(Delete whichever is inapplicable)

You are informed that the ground rent on your tenancy on a registered piece of land described as is in arrears for more than two years.

TAKE NOTICE that if you do not pay the arrears of rent within one year without good cause, your tenancy will be terminated.

You are requested to show cause why your tenancy should not be terminated.

Name(s) and signature(s),	Registered Owner(s)/ Agent of Registered Owner(s)
.....
.....
.....
.....

Date

Copy to: Parish Urban/Division Land Committee

THE REPUBLIC OF UGANDA
THE LAND ACT, 1998

(ss.10(3) and 11)

THE LAND REGULATIONS, 2001
Regulation 10

APPLICATION FOR CONVERSION FROM CUSTOMARY TENURE
TO FREEHOLD TENURE/GRANT OF FREEHOLD

PART I:

(To be filled by applicant)

- | 1. | Full Name(s)
(surname first) | Sex
(M/F) | Age | Nationality
and Ages | Marital Status | No. of Children |
|----|---------------------------------|--------------|-------|-------------------------|----------------|-----------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | (add as necessary) | | | | | |
2. Address.....
3. Location of land the subject of application:
- Village/Zone
- Parish/Ward
- Sub-county/Town
- County/Division
- District
4. PIN.....
5. Approximate Area (ha)
6. (a) Is the land occupied? YES/NO
- (b) If occupied, by whom?
- (c) Claims of occupiers
-
- (d) State current use of the land
- (e) State intended use of the land

7. Names of owners of adjacent land

- (i)
 - (ii)
 - (iii)
- (add as necessary)

8. (a) We wish to hold the land as individuals*

(b) We wish to hold the land as a family

(c) We wish to hold land as a community

If (c) state shares (fractions or percentages)

*Delete whichever is not applicable

Name and signature/Thumb print (s) of applicant (s)

.....

.....

.....

Date.....

PART II:
(For official use only)

A. Remarks and Recommendations of Parish/Urban/Division* Land Committee
 (Attach report)

.....

.....

.....

*delete whichever is not applicable

Names and Signatures of members of Parish/Urban/Division Land Committee

- (i)
- (ii)
- (iii)
- (iv)

B: Decision of District Land Board

The application is approved/rejected/deferred

The application is approved upon the following terms and conditions

.....
.....
.....

The application is not approved for the following reasons

.....
.....
.....

Minute number

Name and signature, Chairperson.....

District Land Board

Official Stamp

Date.....

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S.29(1))

Regulation 14

APPLICATION FOR CONVERSION OF LEASEHOLD
OUT OF FORMER PUBLIC LAND TO FREEHOLD

PART I:

(To be filled by the applicant)

1. Name(s)	Address	Nationality
.....
.....
.....
.....

2. Location of land the subject of application:

- (a) Village/Zone
- (b) Parish/Ward
- (c) Sub-county/Town
- (d) County/Division
- (e) District

- 3. LRV
- Fol
- Block
- Plot

4. Approximate Area (ha)

NUMBER 5 AND 6 TO BE FILLED ONLY IF THE CONVERSION
CONCERNS LAND EXCEEDING ONE HUNDRED HECTARES.

5. I/we wish to convert land in excess of one hundred hectares by... ..
..... state amount in excess of one
hundred hectares) and I/we wish the Board to verify it.

6. Justification for grant of land in excess of 100 hectares

.....
.....

Name(s) and signature(s) of applicant(s)

.....
.....
.....

Date of application.....

DECLARATION

*I/Wedeclare that the above particulars are true to the best of my/our knowledge and belief and that the following conditions have been complied with-

- (i) that the leasehold is authentic and genuine
- (ii) that there were no customary tenants on the land at the time of acquisition whose tenancy was disclosed.
- (iii) that the customary tenants, who were on the land at the time of acquisition and whose tenancy was disclosed, were duly compensated (delete whichever is not applicable)
- (iv) that all development conditions and covenants have been complied with;
- (v) that any other conditions imposed by law from time to time have been complied with; and
- (vi) that the conversion is limited to one hundred hectares/that the conversion exceeds one hundred hectares (delete whichever is not applicable)

Name(s) and Signature(s)/Thumbprint(s) of applicant(s)

.....
.....
.....

Date

Declared before me.....

Name and Signature

Commissioner of Oaths

(Official Stamp)

Date

PART II

DECISION OF DISTRICT LAND BOARD

(Delete whichever is not applicable)

A: Having considered the above application for conversion from leasehold into freehold of land not exceeding one hundred hectares, the District Land Board:

- (a) is satisfied/not satisfied that the conditions provided under the Land Act 1998 and regulations made under it affecting conversion of leaseholds to freehold have been complied with;
- (b) the verified area is hectares
- (c) it is in the public interest/not in the public interest to convert the leasehold land in excess of 100 hectares which is the subject of the application to freehold.

B: The application for conversion is —

- (a) approved
- (b) not approved

C: Reasons for decision

.....
.....
.....
.....
.....

Secretary, District Land Board.....

Date:

Chairperson, District Land Board

Official Stamp

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S.50)

APPLICATION FOR A LEASEHOLD

Regulation 15

PART I:

(To be filled by the applicant)

1	Full Name(s) (surname first)	Sex (M/F)	Age	Nationality	Marital Status	No. of Children and Ages
	(i)
	(ii)
	(iii)
	(iv)
	(v)
	(add as necessary)					

2. Address (i) Permanent
-
- (ii) Contact
-

3. Location of land the subject of application:
- Village/Zone
- Parish/Ward
- Sub-county/Division
- County/Municipality
- District

6. Approximate area (ha).....
7. Use or occupation of land e.g. farming, housing.....
8. Names of owners of adjacent land.....
-
-
-
-

9. (a) Do you want to hold the land as a family? YES/NO
 (b) Do you want to hold the land as a community? YES/NO
 If yes, state shares (fractions or percentages)
 (c) Do you want to hold the land as individuals? YES/NO

Name(s) and Signature(s)/Thumbprint(s) of applicant(s)

- (i)
 (ii)
 (iii)
 (iv)

Date of application.. ..

PART II:
(For official use only)

A: Remarks by the Secretary of the Land Commission

.....

B: Decision of the Commission

- (i) The application is approved/rejected/deferred
 (ii) The application is approved upon the following terms and conditions

 (iii) The application is not approved due to the following reasons

 (iv) Minute number

.....
Name and signature, Secretary, Uganda Land Commission

.....
Name and signature, Chairperson, Uganda Land Commission

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.60)

THE LAND REGULATIONS, 2001

Regulation 15

APPLICATION FOR A LEASEHOLD

(In case of District Land Board)

PART I:

(To be filled by the applicant)

1	Full Name(s) (surname first)	Sex (M/F)	Age	Nationality	Marital Status	No. of Children and Ages
	(i)
	(ii)
	(iii)
	(iv)
	(v)

(add as necessary)

2. Address (i) Permanent
-
- (ii) Contact
-

3. Location of land the subject of application:

- Village/Zone
- Parish/Ward
- Sub-county/Division
- County Municipality
- District

4. Approximate area (ha).....

5. Use or occupation of land e.g. farming, housing.....

6. Names of owners of adjacent land

.....

.....

.....

.....

9. (a) Do you want to hold the land as a family? YES/NO
 (b) Do you want to hold the land as a community? YES/NO
 If yes, state shares (fractions or percentages)
 (c) Do you want to hold the land as individuals? YES/NO

Name(s) and Signature(s)/Thumbprint(s) of applicant(s)

Date of application

PART II:
(For official use only)

A: Remarks and recommendations of Parish/Urban/Division Land Committee*
 (*delete where not applicable).

.....

Names and signatures of Committee members

.....

Date

B: Decision of District Land Board

- (i) The application is approved/rejected/deferred
 (ii) The application is approved upon the following terms and conditions

 (iii) The application is not approved due to the following reasons

 (iv) Minute number.....

Name and Signature

Chairperson District Land Board

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.10(3))

THE LAND REGULATIONS, 2001

Regulation 16

APPLICATION TO CONVERT CUSTOMARY TENURE INTO FREEHOLD TENURE

PUBLIC NOTICE

To:
.....
.....

..... Parish/Urban/Division Land Committee has received an application to the District Land Board for conversion of a certificate of customary tenure into freehold tenure, in respect of a piece of land located at.....of approximately (area/size)

By section 7(2) and 13(1) of the Land Act, power is given to the Parish/Urban/Division Land Committee to notify any persons claiming any interest in the land that is the subject of the application or in adjacent land which may be affected by the application:

Notice is hereby given to you in pursuance of s.7(2) and 13(1) of the Act to attend a meeting so that you put forward your claims.

Venue
Date
Time

.....
Name and Signature of Chairperson
Parish/Urban/Division Land Committee

Official Stamp

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.11(1))

THE LAND REGULATIONS, 2001

Regulation 16

NOTICE OF A HEARING INTO APPLICATION FOR GRANT OF FREEHOLD LAND

To:
.....
.....

..... Parish/Urban Division Land Committee has received an application to the District Land Board for a grant of freehold by..... of..... in respect of a piece of land located at of approximately (area/size)..... (ha)

By sections 7(2) and 13(1) of the Act, power is given to the Parish/Urban Division Land Committee to notify any persons claiming any interest in the land which is the subject of application or in adjacent land which may be affected by the application:

Notice is hereby given to you in pursuance of s. 7(2) and 13(1) of the Act to attend a meeting of the Committee so that you put forward your claims.

Venue
Date
Time

.....
Name and signature of Chairperson,
Parish/Urban Division Land Committee

Official Stamp

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.29)

THE LAND REGULATIONS, 2001

Regulation 16

APPLICATION TO CONVERT LEASEHOLD OUT OF
FORMER PUBLIC LAND TO FREEHOLD

Block.....Plot.....
Area.....
FRV/LRV.....Fol
Land at:

PUBLIC NOTICE

TAKE NOTICE that an application to convert the above leasehold out of former public land into freehold has been lodged in this Registry by.....

The Registrar will proceed to convert the leasehold if no objection is lodged with this Registry within three weeks from the date of publication of this notice unless contrary reasons are given.

Dated at this day of thisday of

.....
Name and Signature of Registrar

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss.6, 7, 10, 11, 29 and 32)

THE LAND REGULATIONS, 2001

Regulation 17

ORDER TO ATTEND HEARING BY
PARISH/URBAN/DIVISION LAND COMMITTEE

To:
.....
.....

You are ordered to attend in person and testify in the hearing relating to an application for a Certificate of Customary Ownership/Certificate of Occupancy/Conversion to Freehold by
.....in respect of land located at

The hearing will take place at.....
on day ofat

Take notice that failure to attend may lead to prosecution.

.....
Name and signature of Chairperson.
Parish/Urban/Division Land Committee

Official Stamp

Date... ..

THE REPUBLIC OF UGANDA

Form 11

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001
Regulation 17

(S.6(3))

ORDER TO PRODUCE DOCUMENTS AT A HEARING HELD BY
PARISH/URBAN/DIVISION LAND COMMITTEE

To:
.....
.....

You are ordered to produce documents in person or by an agent at a hearing relating to an application for.....
by

The hearing will take place at on the day of
..... at o'clock.

The Parish/Urban/Division Land Committee may inspect and read through the documents produced for purposes of
.....
.....

.....
Name and signature of Chairperson.
Parish/Urban/Division Land Committee

Official Stamp

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss.6, 7(2)(b), 10, 11, 29 and 34)

THE LAND REGULATIONS, 2001

Regulation 18

SUMMONS TO ATTEND A HEARING BY PARISH/URBAN/DIVISION LAND COMMITTEE.

To:
.....
.....

Mr/ Mrs/Mshas submitted an application toParish/Urban/Division Land Committee for a certificate of customary ownership/occupancy/conversion to freehold*.

The Land Act requires the Committee to convene a meeting at which all persons who claim an interest in the land or any adjacent land which may be affected by the application to put forward their claims. You are invited to appear before this committee in person onthe day of..... ato'clock to state your claim.

TAKE NOTICE that if you fail to appear without good cause, you will be deemed to have forfeited your claim.

.....
Name and Signature of Chairperson,
Parish/Urban/Division Land Committee

Official Stamp

Date

*Delete inaster is not applicable

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss. 6(3); 12(1); 94(1), Land Act.)

THE LAND REGULATIONS, 2001

Regulation 19

WITNESS OATH

I, (Name of witness)solemnly swear/affirm that the evidence I shall give touching the matter now before the committee, shall be the truth, the whole truth and nothing but the truth.
So help me God.

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S 94(1), Land Act.)

THE LAND REGULATIONS, 2000

Regulation 19

INTERPRETERS OATH

I, (Name of interpreter)swear/affirm that I shall well and truly interpret and explain to the committee and the witness all such matters and things as shall be required of me to the best of my skill and understanding.

So help me God.

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 50)

THE LAND REGULATIONS, 2003

Regulation 22(7)

BlockPlot.....

FRV/LRVFol.....

Land at

To:

.....

.....

LEASE OFFER

1. The Commission is in receipt of your application dated for the above land located at

2. Subject to your obtaining any necessary approval or consent required by law, the Commission has approved a lease in respect of the above land in a standard form on the following terms and conditions, subject to the Land Act and the Registration of Titles Act, and to payment of the required survey and registration fees:-

(a) Lease for an initial period ofyears from and an extension toyears

(b) Rent for the first year(s) of lease shall be Shsper annum payable in(terms of payment).

(c) Building(s) of not less than Shs. to be erected and completed fit for occupation and use to the satisfaction of the Commission (lessor) within..... years from the date of commencement of the lease.

(d) user to be restricted to

(e) a premium of Shs.....will be payable

(f) the lease will include—

(i) a covenant that the lessee will not, without the consent of the lessor in writing, deal in any way with his or her interest in the land before the lease is extended to the full term of years;

(ii) a covenant that the lessee will insure the building(s);

(iii) compensation to any tenant on the land will be done by the lessee before the commencement of the lease;

3. Consent to transfer/assign or sub-lease will not be considered until the *(main use)* covenant has been fulfilled; exceptions may be made to the executors/administrators* of a deceased lessee.

4. The offer is conditional on the terms and conditions of the lease being accepted within 45 days of the date of this offer.

5. Acceptance shall be in writing to this office and shall be accompanied by the following fees and rent

- (i) premium.....
- (ii) survey and markstones.....
- (iii) preparation of a lease.....
- (iv) Assurance of Title.....
- (v) Registration of a Lease.....
- (vi) Issue of Certificate of Title.....
- (vii) Rent from to.....payable after survey

	TOTAL Shs			
Less deposit paid (if any)	Shs			
Balance payable (if any)	Shs			

6. Stamp duty payable will be indicated on the draft lease agreement.

7. The offer is subject to land being available and free from disputes at the time of survey.

8. Minute Number.....

This offer is made this day of.....year

.....
Name and signature:
Secretary, Uganda Land Commission

Date

*Delete whichever is not necessary

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 60)

THE LAND REGULATIONS, 2001

Regulation 22(7)

Land atBlock.....Plot.....
FRV/LRV.....Fol

To:
.....
.....

LEASE OFFER

1. The District Land Board is in receipt of your application dated for the above land located at
2. Subject to your obtaining any necessary approval or consent required by law, the Board has approved a lease in respect of the above land in a standard form on the following terms and conditions, subject to the Land Act and the Registration of Titles Act, and to payment of the required survey and registration fees:-
 - (a) Lease for an initial period of years from and an extension to years.
 - (b) Rent for the first year(s) of lease shall be Shs per annum payable in(terms of payment).
 - (c) Building(s) of not less than Shs. to be erected and completed fit for occupation and use to the satisfaction of the Board (lessor) withinyears from the date of commencement of the lease.
 - (d) user to be restricted to.....
 - (e) a premium of Shs. will be payable
 - (f) the lease will include—
 - i. a covenant that the lessee will not, without the consent of the lessor in writing, deal in any way with his or her interest in the land before the lease is extended to the full term of years;

- (ii) a covenant that the lessee will insure the building(s);
 - (iii) compensation to any tenant on the land will be done by the lessee before the commencement of the lease;
3. Consent to transfer/assign or sub-lease will not be considered until the (main use) covenant has been fulfilled; exceptions may be made to the executors/administrators* of a deceased lessee.
 4. The offer is conditional on the terms and conditions of the lease being accepted within month(s) of the date of this offer.
 5. Acceptance shall be in writing to this office and shall be accompanied by the following fees and rent

- (i) Premium.....
- (ii) Survey and markstones.....
- (iii) Preparation of a lease.....
- (iv) Assurance of Title.....
- (v) Registration of a Lease.....
- (vi) Issue of Certificate of Title.....
- (vii) Rent fromto.....payable after survey

	TOTAL Shs		
Less deposit paid (if any)	Shs		
Balance payable (if any)	Shs		

6. Stamp duty payable will be indicated on the draft lease agreement.
7. The offer is subject to land being available and free from disputes at the time of survey.
8. Minute Number.....

This offer is made this day..... of.....year.. ..

Name and signature:
Secretary, Uganda Land Commission

*delete whichever is not necessary

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

Regulation 24

NOTICE OF INTENTION TO EXERCISE POWERS
UNDER SECTION 54

Under section 54 of the Act, the Commission has powers to erect, alter, enlarge, improve or demolish any building or other erection on any land held by it:

In the performance of its functions the Commission is required by law to comply with the rules of natural justice.

Notice is therefore given to the public that any person who may wish to raise an objection, may inform the Commission in writing or in person before the day of at o'clock at the Commission's office.

Name and signature:.....

*Chairperson,
Uganda Land Commission*

Date:

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

Regulation 24

NOTICE OF INTENTION TO EXERCISE POWERS
UNDER SECTION 61.

Under section 54 of the Act, the District Land Board has powers to erect, alter, enlarge, improve or demolish any building or other erection on any land held by it:

In the performance of its functions the District Land Board is required by law to comply with the rules of natural justice,

Notice is therefore given to the public that any person who may wish to raise an objection, may inform the Board in writing or in person before the.....day of.....ato'clock at the Board's office.

.....
Name and signature:
Chairperson, Uganda Land Commission

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.7(2))

THE LAND REGULATIONS, 2001

Regulation 25

APPLICATION FOR CERTIFICATE OF CUSTOMARY OWNERSHIP

NOTICE

To:
.....
.....

.....Parish Urban/Division Land Committee has received an application to the District Land Board for a certificate of customary ownership by of in respect of a piece of land located at of approximately: (area/size).

By section 7(2) of the Land Act, power is given to the Parish/Urban/Division Land Committee to notify any persons claiming any interest in the land that is the subject of the application or in adjacent land which may be affected by the application:

Notice is hereby given to you in pursuance of s.7(2) of the Land Act the Committee is going to inspect the land on.....day ofat o'clock

Name and signature:.....
Chairperson
Parish/Urban/Division Land Committee

Official Stamp

Date.....

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.34(2))

THE LAND REGULATIONS, 2001

Regulation 25

APPLICATION FOR A CERTIFICATE OF OCCUPANCY

NOTICE

To:
.....
.....

.....Parish/Urban/Division Land Committee has received an application to the District Land Board for a certificate of occupancy, in respect of a piece of land located at and described as of approximately (area/size)and described as follows:

Block: Plot.....

FRV/LRV..... Folio.....

By section 34(2) and 13(1) of the Land Act, power is given to the Parish/Urban/Division Land Committee to notify any persons claiming any interest in the land the subject of application or in adjacent land which may be affected by the application.

Notice is hereby given to you in pursuance of s.34(2) of the Act the Committee is going to inspect the land on..... date of.....at.....o'clock.

.....
Name and Signature of Chairperson.
Parish/Urban/Division Land Committee

Date:

Official Stamp

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 1)

THE LAND REGULATIONS, 2001

Regulation 27

DEMARCATON FORM FOR CERTIFICATE OF CUSTOMARY OWNERSHIP

PIN

District	County/ Division	Sub- County	Parish/ Ward	Village/ Zone	Parcel No.	Claimant

Owner(s)

.....

Sketch (not drawn to scale, see overleaf)

Description of rights of way (if any):-

.....

We the undersigned certify that the boundaries demarcated and shown on the sketch (overleaf) to the best of our knowledge are correct.

		<i>Name</i>	<i>Signature</i>
1. Owners:	(i)
	(ii)
	(iii)
2. Registered Owners:	(i)
	(ii)
	(iii)

3. Witness (i)
(ii)
(iii)

4. Members of Parish Land Committee

(i)
(ii)
(iii)
(iv)

Official Stamp

Date

Sketch of the land (not drawn to scale)

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss. 6(1)(a); 12(1), 94(1))

THE LAND REGULATIONS, 2001

Regulation 27

DEMARCATIION FORM FOR CERTIFICATE OF OCCUPANCY

PIN

District	County/ Division	Sub-County/ Town	Parish/ Ward	Village/ Zone	Parcel No

Name of Registered Owner

Block Plot

Folio..... Volume

Sketch (not drawn to scale see overleaf)

Description of rights of way (if any):-

.....

We the undersigned certify that the boundaries demarcated and shown on the sketch overleaf to the best of my knowledge are correct.

		<i>Name</i>	<i>Signature</i>
1. Owner(s)	(i)
	(ii)
	(iii)
2. Registered Owner(s)	(i)
	(ii)
	(iii)

3. Witness (i)
(ii)
(iii)

4. Members of Parish Land Committee

- (i)
(ii)
(iii)
(iv)

Official Stamp

Date:

Sketch of the land (not drawn to scale)

THE REPUBLIC OF UGANDA
 THE LAND ACT, 1998
 THE LAND REGULATIONS, 2001

(S. 94(1))

Regulation 35

NOTIFICATION OF SURVEY OF CUSTOMARY LAND

PIN

District	County/ Division	SubCounty/ Town	Parish/ Ward	Village Zone	Parcel No

I/We the undersigned certify that the boundaries demarcated and shown on the sketch overleaf to the best of my/our knowledge are correct.

I certify that the land mentioned above has been surveyed.

Name and Signature of District Surveyor

- | | | <i>Name</i> | <i>Signature</i> |
|-------------------------------------|-------|-------------|------------------|
| 1. Owner(s) | (i) | | |
| | (ii) | | |
| | (iii) | | |
| 2. Witness | (i) | | |
| | (ii) | | |
| | (iii) | | |
| 3. Members of Parish Land Committee | (i) | | |
| | (ii) | | |
| | (iii) | | |
| | (iv) | | |

Official Stamp

Date:

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S. 32)

Regulation 36

NOTIFICATION OF SURVEY OF LAND
AFFECTED BY RIGHT OF OCCUPANCY

1. Name and address of registered occupant

.....
.....

2. PIN

District	County/ Municipality	SubCounty - Town	Parish/ Ward	Village/ Zone	Parcel No

3. Name and address of Registered Owner

- (i)
- (ii)
- (iii)

4. Reference of registered owner's title

Block Plot

MRV/FRV/LRV Folio

5. Area surveyed..... hectares

I certify that the land mentioned above has been surveyed.

Name and Signature of Surveyor.....

Date.....

We the undersigned certify that the boundaries demarcated and shown on the sketch overlaid to the best of my knowledge are correct.

	<i>Name</i>	<i>Signature</i>
1. Occupant(s)	(i)
	(ii)
	(iii)
2. Registered Owner(s)	(i)
	(ii)
	(iii)
3. Witnesses	(i)
	(ii)
	(iii)
4. Members of Parish Land Committee	(i)
	(ii)
	(iii)
	(iv)

Date:

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S 4)

THE LAND REGULATIONS, 2001

Regulation 38

FORM FOR A SUBDIVISION OF LAND HELD UNDER
CUSTOMARY OWNERSHIP

PIN

District	County/ Division	SubCounty/- Town	Parish/ Ward	Village/ Zone	Parcel No.

1. Name of Registered Owner(s)

- (i)
- (ii)
- (iii)

Sketch (not drawn to scale)

2. Claimants New PIN

3. Name of claimant

4. Description of rights of way (if any):-
.....
.....
.....

5. I/We the undersigned certify that the boundaries demarcated and shown on the sketch overleaf to the best of my/our knowledge are correct.

Name

Signature

6. Claimant(s)
- (i)
 - (ii)
 - (iii)

7. Head of family (in cases of succession)
.....
.....
.....

8. Witnesses (i)
(ii)
(iii)

9. Members of Parish Land Committee

(i)
(ii)
(iii)
(iv)

Official Stamp

Date:

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

1835

THE LAND REGULATIONS, 2001

Regulation 35

FORM FOR SUBDIVISION OF LAND HELD UNDER
CERTIFICATE OF OCCUPANCY

PIN

District	County/ Division	Sub- County	Parish/ Ward	Village/ Zone	Parcel No	Claimant

1. Name of Registered Occupant(s)

- (i)
- (ii)
- (iii)

2. Name of Registered Owner(s)

- (i)
- (ii)
- (iii)

3. Block Plot.....

4. FRV/LRV..... Folio

5. Sketch (not drawn to scale)

6. Claimants New PIN:

7. Description of rights of way (if any) -

-
-
-

I/We the undersigned certify that the boundaries demarcated and shown on the sketch overleaf to the best of my knowledge are correct.

	<i>Name</i>	<i>Signature</i>
8. Claimant(s)	(i)
	(ii)
	(iii)
9. Head of the family (in cases of succession) Owner
10. Witnesses	(i)
	(ii)
	(iii)
9. Members of Parish Land Committee	(i)
	(ii)
	(iii)
	(iv)

Official Stamp:

Date:

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S 94)

THE LAND REGULATIONS, 2001

Regulation 48

PARCEL IDENTIFICATION NUMBER (PIN) ALLOCATION BOOK ABSTRACT BOOK

SUB COUNTY/CITY DIVISION/URBAN AREA.....
(delete whichever is not applicable)

PIN	Abstract number	Name of customary owner/ occupant	Contact address	Date	Signature of Recorder

THE REPUBLIC OF UGANDA

Form 27

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S. 5(2))

DISTRICT LAND BOARD

Regulation 51

CERTIFICATE OF CUSTOMARY OWNERSHIP

PIN

District	County/ Municipality	Sub-County Division	Parish/Ward	Village/ Zone	Parcel No.

Location

Village/Zone

District.....

County

Sub-county/Town.....

Parish/Ward.....

PART II: OWNERSHIP

Date, time and instrument number	Name and contact address of owner	Signature of Recorder

PART III: CONDITIONS

Date, time and instrument number	Particulars	Signature of Recorder

PART IV: CLAIMS

Date, time and instrument number	Particulars	Signature of Recorder

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 34(1))

CERTIFICATE OF OCCUPANCY

Regulation 53

PIN

District	County/ Municipality	Sub-County/ Town	Parish/ Ward	Village

PART I: DESCRIPTION OF THE LAND

1. Location
 - (a) Village/Zone.....
 - (b) Parish/Ward
 - (c) Sub-county/Division
 - (d) County/Municipality.....
 - (e) District.....

2. Approximate area.....

PART II: OWNERSHIP

Date, time and instrument number	Name and contact address of owner	Signature of Recorder

PART III: CONDITIONS

Date, time and instrument number	PARTICULARS	Signature of Recorder

PART IV: CLAIMS

Date, time and instrument number	PARTICULARS	Signature of Recorder

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 9 and 35)

THE LAND REGULATIONS, 2001

Regulation 56

TRANSFER/ASSIGNMENT* OF CUSTOMARY OWNERSHIP/RIGHT OF OCCUPANCY*

PIN

District	County/ Municipality	SubCounty/ Division	Parish/ Ward	Parcel No.	Village/ Zone

I/we of Being the registered customary owner /registered tenant by occupancy* in respect of land comprised in the above-mentioned PIN, located at in consideration of shillings..... paid to me/us by..... of..... on or before the signing of this transfer/assignment* do HEREBY transfer/assign* the land or right of occupancy comprised in the above PIN to

Name and Signature

Customary Owner Occupant

- (i)
- (ii)
- (iii)

Date.....

Name and Signature

Buyer

- (i)
- (ii)
- (iii)

Date.. ..

In the presence of

(1)

Name and signature of Witness

.....

Date.....

2).

Name and signature of Witness

.....

Date.....

(*Delete whichever is not applicable)

THE REPUBLIC OF UGANDA
 THE LAND ACT, 1998
 THE LAND REGULATIONS, 2001

(S. 9 and 35)

Regulation 56

LEASE SUB-LEASE* OF CUSTOMARY OWNERSHIP/RIGHT
 OF OCCUPANCY*

PIN

District	County/ Municipality	SubCounty/- Division	Parish/ Ward	Parcel No	Village/ Zone

I/we.....of.....being the registered customary owner /registered tenant by occupancy* in respect of land comprised in the above-mentioned PIN, located at..... HEREBY lease to.....of.....all that piece of land mentioned above for.....years from the.....day of..... the year.....at a yearly rent of shillings.....payable.....subject to the following conditions and restrictions.

1.
2.
3.

Name and signature
 Customary Owner/Occupant

- (i)
- (ii)
- (iii)

Date.....

Name and signature

Lessee

(i)

(ii)

(iii)

Date.....

In the presence of

(1) Name and signature of Witness

.....

Date

(2) Name and signature of Witness

.....

Date

(*Delete whichever is not applicable)

MORTGAGE/PLEDGE* OF CUSTOMARY OWNERSHIP/
RIGHT OF OCCUPANCY*

PIN

District	County/ Municipality	SubCounty/ Town	Parish/ Ward	Village/Zone

I/We*.....being the registered customary owner/tenant by occupancy* in respect of the land located at.....comprised in the above PIN, in consideration of shillingslent to me byofdo hereby mortgage/pledge* the above land/right of occupancy, subject to the following terms and conditions.

- (1) pay the lender the principal sum of shillingson the day ofthe month/ year*.....
- (2) pay the lender interest ofper annum on the unpaid balance of the principal sum from

Name and signature

(i) Registered Owner(s)

(ii) Lender(s)

(iii) Witnesses

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(Ss. 9 and 10)

Regulation 2

RELEASE OF MORTGAGE

PIN

District	County/ Municipality	Sub County/ Town	Parish/ Ward	Village/Zone

I/we* of being the registered lender in respect of a mortgage/pledge by registered on date as instrument number in consideration of repayment of principal and interest under the mortgage/pledge, hereby release and discharge the registered borrower and the land from all claims under the mortgage/pledge.

Name and signature of Lender

- (i)
 - (ii)
 - (iii)
- Date

Name and signature of borrower

- (i)
 - (ii)
 - (iii)
- Date

in the presence of

1) Name and signature of Witness.....
Date

2) Name and signature of Witness.....
Date

(*Delete whichever is not applicable)

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 40(7))

THE LAND REGULATIONS, 2001

Regulation 57

CAVEAT FORBIDDING ANY TRANSFER OR CHANGE IN OWNERSHIP

To the Recorder/Registrar

TAKE NOTICE THAT Iof claim an interest in the land located atregistered under*

PIN

Block..... Plot.....

FRV/LRV..... Folio

I prevent the registration of any transfer or change in ownership of the above land.

I appointas the address at which notices relating to his caveat may be served.

Name and Signature/Thumbprint of caveator

.....
.....
.....

My/Our address for the purposes of service of notices relating to this caveat is

.....

Date.....

DECLARATION

I/We declare that the above particulars are true to the best of my/our knowledge and belief.

Name and signature, Caveator

.....
.....
.....

Date

*Delete as applicable.

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S. 94)

Regulation 6

REMOVAL OF A CAVEAT

To the Recorder/Registrar

TAKEN NOTICE that I withdraw the caveat registered as instrument number of

Name and signature of Caveator

.....
.....
.....

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

S 94(1)

THE LAND REGULATIONS, 2001

Regulation 60

APPLICATION TO REMOVE A CAVEAT

I, being the registered customary owner/tenant by occupancy under PIN..... hereby apply for removal of a caveat registered under instrument numberof for the following reasons:

.....
.....
.....
.....
.....
.....
.....

Name and signature/thumbprint. Customary owner/occupant

.....
.....
.....

Date.....

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss. 38, 40, 94(1))

THE LAND REGULATIONS, 2001

Regulation 6.2

APPLICATION FOR CONSENT BY REGISTERED OWNERS TO A TRANSACTION

PIN

District	County/ Division	Sub-County/ Town	Parish/ Ward	Village

FRV/LRV Folio

Block Plot.....

To:
.....
.....

I/We
(name and particulars) being the registered owner(s) of the land consent/do not consent/consent with conditions to the application to deal with the land you occupy in the following manner;

- (a) assign
- (b) sub-let
- (c) pledge
- (d) create third party rights
- (e) sub-divide
- (f) mortgage
- (g) other (state)*.....
-
-
-

*Delete whichever is not applicable

*Reasons for not consenting

.....
.....
.....
.....

Conditions

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

Name and signature. Registered Owner

- (i)
- (ii)
- (iii)

Date.....

CONSENT BY FAMILY MEMBERS/LAND COMMITTEE
TO TRANSACTION IN LAND

1	Name	Age	Sex (M/F)	Marital Status	Nationality	Address
	(i)
	(ii)
	(iii)
	(iv)
	(v)
	(add as necessary)					
2.	Location of land the subject of application:					
	(a) Village/Zone				
	(b) Parish/Ward				
	(c) Sub-county/Town				
	(d) County/Division				
	(e) District				
3.	Approximate area (ha)					
4.	If land is registered, state:					
	(i) PIN				
	(ii) FRV/LRV				
	(iii) Folio				
	(iv) Block				
	(v) Plot				
5.	Use or occupation of land (e.g. farming, housing)					
6.	State the nature of the transaction.....					
					

(a) [We grant consent to the transaction

.....
.....
.....

(b) [We do not grant consent to the transaction for the following reasons—

.....
.....
.....

Name and Signature/Thumbprint of consenting persons

(i)
(ii)
(iii)

Date.....

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S. 94(1))

THE LAND REGULATIONS, 2001

Regulation 68

APPLICATION FOR A SPECIAL CERTIFICATE OF CUSTOMARY OWNERSHIP OR CERTIFICATE OF OCCUPANCY

To the Recorder.....

I/We, being the registered customary owner(s)/tenant(s) by occupancy under PIN..... apply for issue of a Special Certificate of customary ownership/occupancy, the duplicate certificate having been lost/destroyed/obliterated*

Name and signature, Registered customary owner/occupant

- (i)
(ii)
(iii)

Date.....

DECLARATION

I/We declare that the above particulars are true to the best of my/our knowledge and belief.

Name and signature, Caveator

- (i)
(ii)
(iii)

Date.....

Declared before me,

Name and signature. Commissioner of Oaths

Date.....

*delete whichever is not applicable

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S 31(2), s.90)

THE LAND REGULATIONS, 2001

Regulation 83

INVITATION TO MEDIATOR

Block..... Plot.....

FRV/LRV Folio.....

To:
.....
.....

I/We being the registered owner/occupant of land described above and located at.....of which..... is the registered owner/occupant.

I/We the occupant has been in occupation of this land for years since.....

I/We wish to invite you to assist us to reach an agreement as to the future occupation of this land.

Name and signature, Registered Owner/Occupant*

(i)

(ii)

(iii)

Date

(*delete whichever is not applicable)

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss. 50(d); 60(1)(c); 61(2)(d), 94(2))

THE LAND REGULATIONS, 2001

Regulation 91

APPLICATION TO ASSIGN/SUB-LET A LEASE

Block..... Plot.....
FRV/LRV Folio.....

PART ONE: APPLICATION

To: Chairperson,
Uganda Land Commission

I/Weregistered holder of
the above lease located at hereby apply for consent
to transfer/sublease/assign the above premises to
ofand a citizen of.....
for.....

Name and Signature of applicant/his or her agent*

- (i)
- (ii)
- (iii)

Date.....

PART TWO: OFFICIAL USE

The Commission being the registered owner of the above land hereby
consent/do not consent to the application to assign/sub-lease.

Name and signature,
*Secretary, Uganda Land Commission**

Date

*delete whichever is not applicable

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss. 50(d); 60(1)(c); 61(2)(d), 94(2)(a))

THE LAND REGULATIONS, 2001

Regulation 91(3)

APPLICATION TO ASSIGN/SUB-LET A LEASE

Block..... Plot.....

FRV/LRV Folio.....

PART ONE: APPLICATION

To: Chairperson.
District Land Board

I/We.....registered holder(s) of the
above lease located at.....hereby apply for consent
to transfer/sublease/assign the above premises to.....
ofand a citizen of.....
for.....

Name(s) and Signature(s) of applicant(s)/his or her agent(s)*

(i)

(ii)

(iii)

Date.....

PART TWO: OFFICIAL USE

The District Land Board being the registered owner of the above land hereby
consent/do not consent to the application to assign/sub-lease.

Name and signature.....
*Secretary, District Land Board**

Date.....

*delete whichever is not applicable

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(Ss. 92(8): 941

THE LAND REGULATIONS, 2001

Regulation 72

NOTICE BY REGISTRAR

To:
.....
.....

In accordance with section 92 of the Act, you are hereby given notice that I intend to take the following action—

.....
.....
.....
.....

You are required to let me know if there is any objection to the proposed action. You should respond to this notice within 21 days from the date of receipt.

Name and signature.....

Registrar

Date.....

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.17(1))

THE LAND REGULATIONS, 2001

Regulation 73

APPLICATION TO FORM A COMMUNAL LAND ASSOCIATION

To: District Registrar

We the owners of land located atwish to form a Communal Land Association and hereby apply to become a Communal Land Association.

The address of service in matters relating to this application should be:

.....
.....
.....

Name and Signature

- (i)
- (ii)
- (iii)

On behalf of members of the group.

Date.....

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S.17(2))

Regulation 1

NOTICE OF MEETING TO FORM COMMUNAL LAND ASSOCIATION

To:
.....
.....

Applicants, Intending to Incorporate an Association for holding land in
.....

The District Registrar of Titles has received an application from to form themselves into an Association.

In accordance with section 17 of the Act, this is to invite you to attend a meeting to:

- (i) determine whether to incorporate yourselves into an Association;
- (ii) If you decide to incorporate, to elect officers of the Association to be constituted as the Managing Committee.

The meeting will take place on day of
at o'clock at

Name and signature,
District Registrar of Titles.

Date

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S.18(3))

THE LAND REGULATIONS, 2001

Regulation 75

CERTIFICATION OF CONSTITUTION OF COMMUNAL
LAND ASSOCIATION

This is to certify that the draft constitution received from M/s.....
.....
being the officers elected on the Managing Committee of
..... (*Name of Communal Land Association*)
concerning land located at submitted in
accordance with the requirements of the Land Act, 1998, has been approved.

Name and signature,
.....
District Registrar of Titles

Date

APPLICATION FOR INCORPORATION OF OFFICERS OF COMMUNAL LAND ASSOCIATION

PART I: (To be filled by applicants)

1. Proposed name of Communal Land Association

.....
.....
.....

2. Address of the Association

.....
.....
.....

3. Location of land in respect of which communal land association is formed

Village/Zone.....

Parish/Ward.....

Sub-county/Town.....

County/Division.....

District.....

4. Approximate area (ha).....

5. Statement of purpose of forming communal land association

.....
.....
.....

6. If the land is registered

(a) give details of registration *

- (i) PIN
- (ii) FRV/LRV
- (iii) Folio
- (iv) Block
- (v) Plot

(b) attach a copy of certificates of registration.

7. State any interest, lease, right, occupation, charge or other encumbrances affecting the land whether by customary law or otherwise, together with the name and description of every person entitled to the benefit.

.....

.....

.....

.....

8. Officers elected on managing committee

Name	Sex	Address/ Residence	Position on Committee	Signature
1.				
2.				
3.				
4.				
4.				
5.				
6.				
7.				
8.				
9.				

9. Persons intending to form communal land association

Name	Sex	Address/ Residence	Nationality	Signature	Fingerprint
1.					
2.					
3.					
4.					
4.					
5.					
Others (attach list)					

*Delete whatever is not applicable

PART II:
(For official use only)

(delete whichever is not applicable)

Having considered the above application for incorporation of the.....(*name of association*), I am satisfied/not satisfied that the requirements of the Land Act, 1998 and regulations made under it have been complied with. Accordingly the application for incorporation is -

approved

approved upon the following conditions

- (i)
- (ii)
- (iii)

(c) not approved for the following reasons—

- (i)
- (ii)
- (iii)

Name and signature,
District Registrar of Titles

DATED ATthisday of 2001

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

(S 19(2))

THE LAND REGULATIONS, 2001

Regulation 77

DISTRICT LAND BOARD

CERTIFICATE OF INCORPORATION OF OFFICERS OF
COMMUNAL LAND ASSOCIATION

*(Under section 19(2) of the Land Act and Regulation 60 of the Land
Regulations, 2000)*

I CERTIFY that.....
.....
.....
(names of officers)

have this day been incorporated as a management committee of
..... *(name)* Communal Land Association.

Name and signature.
District Registrar of Titles

DATED ATthisday of 2001

APPLICATION TO DISTRICT REGISTRAR OF TITLES FOR DISSOLUTION OF ASSOCIATION

Name of Communal Land Association

Officers of Managing Committee.....

Name	Sex (M/F)	Address/Residence	Position on Committee	Signature
1.				
2.				
3.				

4. Date of incorporation of Communal Land Association (attach copy of certificate of incorporation)

5. Location of land which managing committee has been managing on behalf of Communal Land Association

(a) Village/Zone.....

(b) Parish/Ward.....

(c) Sub-county/Town.....

(d) County/Division.....

(e) District.....

6. List all assets and property belonging to the Communal Land Association, which have been under the management of the managing committee (such as livestock, poultry, vehicle, land). Attach a separate sheet if necessary.

.....
.....
.....

7. List all debts and liabilities owed by the Association and the approximate value (attach separate sheet if necessary)

.....
.....
.....

8. Statement of reasons why it is intended to dissolve the Association

.....
.....
.....

9. Minutes and resolution of the meeting convened to dissolve the Association.

.....
.....
.....

We the officers of the Managing Committee of Communal Land Association, declare that the application for dissolution is supported by resolution passed by a majority of all members of the Association in a meeting specially convened for the purpose, the minute for which are duly attached; that the above particulars are true to the best of our knowledge and belief.

Names	Signatures/Thumbprints	Date
.....
.....
.....

Signed before me.
Name and signature.

.....
Commissioner for Oaths

THE REPUBLIC OF UGANDA

THE LAND ACT, 1998

THE LAND REGULATIONS, 2001

(S. 163)

Regulation 81

DISTRICT REGISTER OF COMMUNAL LAND ASSOCIATIONS

NUMBER	NAME OF ASSOCIATION	FULL ADDRESS	DATE OF INCORPORATION	LOCATION OF LAND	NAMES OF OFFICERS OF MANAGING COMMITTEE

Name and signature,
District Registrar of Titles

Date

SECOND SCHEDULE

LAND ACT, 1998

(S. 94)

FEEES

Regulations 71 and 97.

PART A—APPLICATION AND REGISTRATION FEES

<i>Activity</i>	<i>Currency Point</i>	<i>Uganda Shs</i>
1. Application for a Certificate of Customary Ownership	0.3	(Shs 6.000/=)
2. Issuing a Certificate of Customary Ownership	0.125	(Shs 2.500/=)
3. Application for a Certificate of Occupancy	0.3	(Shs 6.000/=)
4. Issuing a Certificate of Occupancy	0.125	(Shs 2,500/=)
5. Application for conversion from customary tenure to freehold tenure	0.6	(Shs 12.000/=)
6. Application to convert leasehold tenure to freehold tenure		
(i) up to 100 hectares	1.0	(Shs 20.000/=)
(ii) over 100 hectares	5.0	(Shs 100,000/=)
7. Application for grant of freehold	1.0	(Shs 20.000/=)
8. Application for a leasehold	1.0	(Shs 20.000/=)
9. Registration of a mortgage/lien	0.25	(Shs 5.000/=)
10. Release of mortgage/lien	0.25	(Shs 5,000/=)
11. Transfer of customary ownership or right of occupancy	1.0	(Shs 20.000/=)
12. Registration of a caveat on a Certificate of Customary Ownership or Certificate of Occupancy	0.125	(Shs 2.500/=)

<i>Activity</i>	<i>Currency Point</i>	<i>Uganda Shs</i>
13. Withdrawal of a caveat on a Certificate of Customary Ownership or Certificate of Occupancy	0.125	(Shs 2,500/=)
14. Registration of order of Tribunal or Court	0.5	(Shs 10,000/=)
15. Registration of a document which affects more than one Certificate (additional fees)	0.25	(Shs 5,000/=)
16. Registration of an instrument in triplicate (additional fees)	0.25	(Shs 5,000/=)
17. Application to issue a special certificate of Customary Ownership/ Occupancy	0.1	(Shs 5,000/=)
18. Any transaction not in the prescribed form (additional fees)	0.25	(Shs 5,000/=)
19. Registration of a successor in respect of a Certificate of Customary Ownership or Certificate of Occupancy	0.5	(Shs 10,000/=)
20. Application to change name or address	0.25	(Shs 5,000/=)
21. Perusal of Power of Attorney, Memorandum and Articles of Association, Rules or Bye-laws. Constitution of a corporate body or association	0.25	(Shs 5,000/=)
22. Search of PIN file	0.25	(Shs 5,000/=)
23. Certified copy of any document in the PIN file	0.25	(Shs 5,000/=)
24. Registration of any transaction not mentioned above	0.5	(Shs 5,000/=)

PART B - FEES RELATING TO COMMUNAL LAND ASSOCIATIONS

<i>Activity</i>	<i>Currency Point</i>	<i>Uganda Shs</i>
1. Application for a Communal Land Association	0.75	(Ushs 15,000/=)
2. Application to register a Communal Land Association	0.5	(Ushs 10,000/=)
3. Application to dissolve a Communal Land Association	0.5	(Ushs 10,000/=)

PART C - PREPARATION OF DOCUMENTS

<i>Activity</i>	<i>Currency Point</i>	<i>Uganda Shs</i>
1. (a) Leases including sub-leases and tenancy agreement in standard form (b) Lease and other documents not in standard form	0.25	(Ushs 5,000/=)
2. Instrument varying terms and conditions of a lease.	1.0	(Ushs 20,000/=)
3. Surrender of lease	0.5	(Ushs 10,000/=)
4. Consent to transfer or assign by Board or the Commission	1.0	(Ushs 20,000/=)
5. Grant of any easement or concession or licence or permit	0.25	(Ushs 5,000/=)
6. Extension of lease	1.0	(Ushs 20,000/=)
7. Renewal of lease	1.0	(Ushs 20,000/=)

THIRD SCHEDULE

LAND ACT, 1998

(s. 18(2))
Regulation 79

CONTENTS OF MODEL CONSTITUTION OF A COMMUNAL LAND ASSOCIATION

Matters to be contained in a constitution of a Communal Land Association

1. Name of the Association.
2. Address of the Association.
3. Objects of the Association, including the identity of the community covered by the Association.
4. Land to be held or owned by the Association.
5. Names of intended members of the Association.
6. Qualifications for membership of the Association, including:
 - (i) principles for the identification of other person entitled to be members of the Association; and
 - (ii) a procedure for resolving disputes regarding the rights of other persons to be members of the Association.
7. Classes of membership (if any) and the rights of members of the different classes.
8. Rights of members to use the property of the Association.
9. Whether membership is based on individuals or families and if based on families, how the family is to be represented in the decision-making process of the Association.
10. The grounds and procedures for terminating membership and what happens to the rights and property of the member concerned.
11. The purposes for which the land may be used and the procedures and processes to be followed in connection with the physical division of the land into individually owned plots.

12. Whether members may undertake transactions with their rights and to whom.
13. What happens to a member's rights on death.
14. How the officers of an Association are elected, their terms of office, their powers, the powers of members in relation to decisions made by the officers, the power of members to remove all or any of the officers and the payment (if any) of the officers.
15. How and when the Annual General Meeting (AGM) is to be called; its quorum or other representative nature procedures at an AGM.
16. How and when general and other meetings are to be called; their quorum or other representative nature; procedures at such meetings.
17. The powers of an Association and any limitations on them.
18. Responsibility for keeping minutes of meetings and access to the minutes by members.
19. Financial matters: how monies of an Association will be dealt with and by whom; how and by whom will financial records be kept; independent audit and other scrutiny; access to financial information by members.
20. How the constitution may be changed.
21. How the Association may be dissolved and what will happen to the land and other assets of the Association.
22. How corruption, theft of Association property, nepotism and breach of officers duties to members will be dealt with.
23. How disputes in the Association will be resolved.

FOURTH SCHEDULE

LAND ACT, 1998

(ss. 60(7); 94(1))

Regulation 94

DELEGATION OF POWERS BY A BOARD OR THE COMMISSION

A. CHIEF GOVERNMENT VALUER/DISTRICT VALUER

1. Assessment or reassessment of premium and ground rent in respect of land held by a Board or the Commission
2. Grant of consent to assign or sublease
3. Giving notice of a breach of covenant
4. Giving notice demanding payment of rent

B. DISTRICT LAND OFFICER

1. Secretary Uganda Land Commission (for land belonging to the Commission)
2. Secretary to a Board

HENRY MUGANWA KAJURA
Minister of Water, Lands and Environment