

Uganda

Uganda National Commission for UNESCO Act, 2014 Chapter 28

Legislation as at 31 December 2023

There may have been updates since this file was created.

PDF created on 11 April 2026 at 10:17.

Collection last checked for updates: 31 December 2000.

[View online](#)



About this collection

The legislation in this collection has been reproduced as it was originally printed in the Government Gazette, with improved formatting. All amendments have been applied directly to the text and annotated. A scan of the original gazette of each piece of legislation (including amendments) is available for reference.

This is a free download from the ULII website and is presented in collaboration with the Laws.Africa Legislation Collection, a collection of African legislation that is digitised by Laws.Africa and made available for free.

www.ulii.org | info@ulii.org

www.laws.africa | info@laws.africa

FRBR URI: /akn/ug/act/2014/6/eng@2023-12-31

There is no copyright on the legislative content of this document.

This PDF copy is licensed under a Creative Commons Attribution 4.0 License (CC BY 4.0). Share widely and freely.

Uganda National Commission for UNESCO Act, 2014 (Chapter 28)
 Contents

Part I – Interpretation 1

 1. Interpretation 1

Part II – Uganda National Commission for UNESCO 2

 2. Establishment of Uganda National Commission for UNESCO 2

 3. Object of Commission 2

 4. Functions of Commission 2

 5. Powers of Minister 3

 6. Board of Commission 3

 7. Tenure of office of members of Board 4

 8. Functions of Board 4

 9. Meetings of Board and related matters 4

 10. Committees of Board 5

 11. Delegation of functions of Board 5

Part III – Secretariat and staff of Commission 5

 12. Secretariat of Commission 5

 13. Secretary General of Commission 5

 14. Deputy Secretary General 6

 15. Other officers and staff of Commission 6

 16. Protection of members and employees from personal liability 6

 17. Establishment of Uganda’s Permanent Delegation to UNESCO 6

 18. Remuneration of members of Board 6

 19. Remuneration of committee members 6

 20. Remuneration of Secretary General 7

 21. Remuneration of other officers and staff 7

Part IV – Financial and other matters 7

 22. Funds of Commission 7

 23. Duty to operate on sound financial principles 7

 24. Power to open and operate bank accounts 7

 25. Borrowing powers 7

 26. Investment of surplus funds 8

 27. Estimates 8

 28. Financial year 8

 29. Accounts 8

 30. Audit 8

Part V – Miscellaneous 8

 31. Annual report 8

 32. Official seal of Commission 9

 33. Service of documents 9

 34. Regulations 9

Schedule (Section 9(2)) 9

Uganda

Uganda National Commission for UNESCO Act, 2014 Chapter 28

[Published in Uganda Gazette 43 on 29 July 2014](#)

Assented to on 21 June 2014

Commenced

[This is the version of this document at 31 December 2023.]

[Note: This legislation was revised and consolidated as at 31 December 2000 and 31 December 2023 by the Law Reform Commission of Uganda. All subsequent amendments have been researched and applied by Laws.Africa for ULII.]

An Act to provide for the establishment and operation of the Uganda National Commission for UNESCO (UNATCOM) and for related matters.

[Act 6/2014; S.I. 101/2014]

Part I – Interpretation

1. Interpretation

In this Act, unless the context otherwise requires—

“**Board**” means the governing body of the Commission established by section 6;

“**Chairperson**” means the Chairperson of the Commission appointed under section 6(7);

“**civil society organisation**” means an aggregate of non-governmental organisations, institutions and individuals in a society whose activities are independent of the Government;

“**Commission**” means the Uganda National Commission for UNESCO;

“**Government**” means the Government of Uganda;

“**Minister**” means the Minister responsible for education;

“**organs of UNESCO**” includes the UNESCO General Conference, the UNESCO Executive Board and the UNESCO Secretariat;

“**Secretary General**” means the Secretary General of the Commission appointed under section 13 and includes a Deputy Secretary General;

“**Uganda’s Permanent Delegation to UNESCO**” means the office established for the representation of Uganda at the UNESCO headquarters in Paris;

“**UNATCOM**” means the Uganda National Commission for UNESCO;

“**UNESCO**” means the United Nations Educational, Scientific and Cultural Organisation;

“**UNESCO fellowship holder**” means a person sponsored for a UNESCO designated workshop, course, or activity in line with UNESCO areas of competence;

“**UNESCO fields of competence**” includes education, sciences, culture, communication and information;

“**UNESCO programmes**” means education, natural science, social science, human science, culture, communication and information.

Part II – Uganda National Commission for UNESCO

2. Establishment of Uganda National Commission for UNESCO

- (1) There is established a commission to be known as the Uganda National Commission for UNESCO (UNATCOM), in this Act referred to as the Commission.
- (2) The Commission shall be a body corporate with perpetual succession and a common seal and may sue or be sued in its corporate name.
- (3) The Commission may, for and in connection with its objects and functions under this Act, purchase, hold, manage and dispose of any property, whether movable or immovable, and may enter into any contract and other transactions as may be expedient and may do any other act or thing as in law may be done by a body corporate, subject to this Act.

3. Object of Commission

The object of the Commission is to contribute to peace, justice, security, the rule of law and maintenance of human rights and freedoms for the common welfare of humanity through—

- (a) education, sciences, culture, communication and information in Uganda; and
- (b) the involvement of Ministries, departments and agencies of Government, civil society organisations and individuals, in the affairs and programmes of the Commission and of UNESCO.

4. Functions of Commission

- (1) The functions of the Commission are—
 - (a) to promote the understanding of the objects and purposes of UNESCO among the people of Uganda;
 - (b) to advise the Government on matters relating to UNESCO;
 - (c) to serve as a liaison agency between Government and the institutions concerned with the advancement of education, sciences, culture, communication and information;
 - (d) to approve and recommend all UNESCO activities and programmes in Uganda;
 - (e) to advise Ministries, departments and agencies of Government, civil society organisations and individuals on the resolutions, recommendations and any other matter adopted by the organs of UNESCO, and follow up on their implementation;
 - (f) to participate in the planning and execution of activities entrusted to UNESCO which are undertaken with the assistance of the Government, United Nations agencies and any other international organisations or development partners;
 - (g) to disseminate information to the public on the programmes and activities of UNESCO;
 - (h) to collaborate with other national commissions for UNESCO, UNESCO field offices, United Nations agencies and other partners in fostering regional, subregional and bilateral cooperation in UNESCO fields of competence, particularly through the joint formulation and execution of programmes;
 - (i) to participate in the search for qualified candidates for UNESCO posts and in the placement of UNESCO fellowship holders;
 - (j) to initiate, support, undertake, sponsor, promote and encourage activities in UNESCO fields of competence;

- (k) to collect relevant data relating to UNESCO fields of competence for the purpose of its wide distribution;
 - (l) to monitor and evaluate the progress of UNESCO programmes in Uganda and report to UNESCO head offices; and
 - (m) to perform any other function related to the Act as the Minister may, by statutory instrument, direct.
- (2) The Commission may consult and cooperate with Ministries, departments and agencies of Government, civil society organisations and individuals carrying out duties, aims or objectives related to those of the Commission.

5. Powers of Minister

- (1) The Minister may, in writing, give policy guidelines to the Commission regarding the performance of its functions under this Act.
- (2) The Commission shall comply with the policy guidelines given by the Minister under subsection (1).

6. Board of Commission

- (1) The Commission shall have a Board, which shall be the governing body of the Commission.
- (2) The Board shall consist of nine members appointed by the Minister with the approval of Cabinet.
- (3) The members appointed under subsection (2) shall include—
 - (a) a representative of the Ministry responsible for education;
 - (b) a representative of the Ministry responsible for culture;
 - (c) a representative of the Ministry responsible for tourism;
 - (d) a representative of the Ministry responsible for information;
 - (e) a representative of persons with disabilities nominated by the national council for persons with disabilities; and
 - (f) five other members with professional experience in any of UNESCO fields of competence and who possess qualities likely to be beneficial to the Board, of whom at least—
 - (i) one person shall be nominated by the organisation representative of the youth to represent their interests;
 - (ii) one person shall be nominated by the organisation representative of the private sector to represent their interests;
 - (iii) one person shall be nominated by the organisation representative of the civil society sector to represent their interests.
- (4) The members of the Board referred to in subsection (3)(f) shall be appointed by the Minister from among persons who have knowledge relevant to the object and functions of the Commission.
- (5) There shall be a Secretary General who shall be an *ex officio* member of the Commission.
- (6) The Secretary General shall act as Secretary to the Board and shall perform such functions in relation to the Board as the Board may direct.
- (7) The Minister shall appoint a chairperson from among the members of the Board.
- (8) The members of the Board shall elect one person from among their number to be the vice-chairperson of the Board.

- (9) At least one-third of the members of the Board shall be women.

7. Tenure of office of members of Board

- (1) The appointed members of the Board shall hold office on terms and conditions specified in their instruments of appointment.
- (2) A member of the Board shall hold office for three years and is eligible for re-appointment for one more term.
- (3) An appointed member may resign his or her office by notice in writing addressed to the Minister, and the resignation shall take effect from the date on which the Minister receives the notice.
- (4) The appointment of a member may be revoked by the Minister in writing—
 - (a) if the appointed member is absent from three consecutive meetings of the Board without reasonable cause;
 - (b) on grounds of incapacity to perform the functions of his or her office arising out of infirmity of body or mind;
 - (c) on grounds of negligence in the performance of his or her functions;
 - (d) if the appointed member is adjudged or otherwise declared bankrupt under any law in force in Uganda;
 - (e) for misbehaviour, misconduct or incompetence; or
 - (f) if the appointed member is convicted of a criminal offence in respect of which the penalty imposed exceeds six months imprisonment.
- (5) Where the office of an appointed member becomes vacant, the Minister may appoint another person qualified to perform the functions of that office.
- (6) For the avoidance of doubt, a person holding office as a member of the Board by virtue of any office held by him or her, shall cease to be a member of the Board upon ceasing to hold the office under which he or she was nominated but if otherwise qualified, he or she may be appointed or nominated as a member of the Board again in his or her personal capacity.

8. Functions of Board

The functions of the Board shall be—

- (a) to formulate and review the policy of the Commission;
- (b) to carry out the objects and functions of the Commission;
- (c) to set targets for the annual performance of the Commission;
- (d) to monitor and evaluate the performance of the management of the Commission;
- (e) to determine the organisational structure and staffing of the Commission;
- (f) to consider and approve the plans of the Commission;
- (g) to supervise the management of the property and business of the Commission; and
- (h) to perform any other functions prescribed by or under this Act and regulations or as may be directed in writing by the Minister.

9. Meetings of Board and related matters

- (1) The Board shall meet at least once every three months for the purpose of discharging its functions under this Act.

- (2) The meetings of the Board shall be conducted in the manner specified in the Schedule to this Act.

10. Committees of Board

- (1) The Commission may appoint committees of the Board—
 - (a) to inquire into and advise the Board on any matter concerning the functions of the Commission, as the Board may refer to the committee; and
 - (b) to exercise the powers or perform functions of the Commission, as the Board may delegate or refer to the committee.
- (2) A committee appointed under subsection (1) shall consist of a Chairperson and other persons, whether members of the Board or not, as the Board may determine.
- (3) The Board may require a committee appointed under this section to act jointly or in cooperation with any other committee of the Commission.
- (4) Subject to any direction given by the Board, a committee appointed under this section may regulate its own procedure.

11. Delegation of functions of Board

- (1) The Board may, by instrument of delegation, delegate to the Chairperson, a member of the Board, an officer of the Commission or to a committee established under section 10, any of the powers, duties or functions of the Commission under this Act.
- (2) The terms and conditions regulating the exercise of the powers delegated under this section shall be contained in the instrument of delegation.
- (3) A person aggrieved by the decision of a delegate in the exercise of powers under this section may appeal to the Board.
- (4) A person shall, in the exercise of a delegated power under this section, comply with directions or guidelines as the Board may, in writing, issue.

Part III – Secretariat and staff of Commission

12. Secretariat of Commission

The Commission shall have a secretariat which shall be responsible for the day-to-day operations of the Commission and for implementing the decisions of the Commission.

13. Secretary General of Commission

- (1) There shall be a Secretary General of the Commission who shall be appointed by the Minister on the recommendation of the Board and on terms and conditions specified in the instrument of appointment.
- (2) The Secretary General shall hold office for four years and is eligible for re-appointment for one more term.
- (3) The Secretary General shall be the Chief Executive Officer of the Commission, and subject to the general supervision and control of the Board, shall be responsible for—
 - (a) the day-to-day operations of the Commission;
 - (b) the management of the funds of the Commission;
 - (c) the administration and management of the property of the Commission;

- (d) the supervision and control of the officers and other staff of the Commission; and
 - (e) advising the Board on any matter relating to the functions of the Board.
- (4) The Secretary General shall be a person of high moral character and proven integrity, with the relevant qualifications and experience relating to any of UNESCO's fields of competence.
- (5) The Minister may, on the recommendation of not less than two-thirds of the members of the Board, remove the Secretary General from office for—
- (a) inability to perform the functions of that office due to infirmity of body or mind;
 - (b) misbehaviour or misconduct;
 - (c) incompetence; or
 - (d) being convicted of a criminal offence.

14. Deputy Secretary General

- (1) There shall be a deputy secretary general to the Commission who shall be appointed by the Minister, on the recommendation of the Board, on terms and conditions specified in the instrument of appointment.
- (2) The Deputy Secretary General shall hold office for four years and is eligible for re-appointment for one more term.
- (3) The Deputy Secretary General shall deputise the Secretary General.

15. Other officers and staff of Commission

- (1) The Board may appoint officers and staff of the Commission as may be necessary for the proper and efficient performance of the functions of the Commission.
- (2) The officers and staff appointed under this section shall hold office on terms and conditions determined by the Board and specified in their instruments of appointment.

16. Protection of members and employees from personal liability

A member of the Board or an employee of the Commission or a person acting on the directions of such a person is not personally liable for any act or omission done or omitted to be done in good faith in the exercise of the functions of the Commission.

17. Establishment of Uganda's Permanent Delegation to UNESCO

- (1) There is established an office to be known as Uganda's Permanent Delegation for the representation of Uganda at the UNESCO headquarters in Paris.
- (2) The Minister shall, in consultation with the Board, appoint officers and staff to the office of Uganda's Permanent Delegation as may be necessary for the proper and efficient discharge of the functions of the Commission under this Act.

18. Remuneration of members of Board

The Chairperson and members of the Board shall be paid remuneration or allowances as the Minister may specify in their instruments of appointment.

19. Remuneration of committee members

Members of a committee appointed under section 10 shall be paid remuneration or allowances as the Board may determine.

20. Remuneration of Secretary General

The Secretary General shall be paid remuneration or allowances as the Board may with the written approval of the Minister, in consultation with the Minister responsible for finance and the Minister responsible for public service, determine.

21. Remuneration of other officers and staff

The officers and staff of the Commission shall be paid remuneration or allowances as the Board may, in consultation with the Minister responsible for finance and the Minister responsible for public service, determine.

Part IV – Financial and other matters

22. Funds of Commission

The funds of the Commission shall include—

- (a) money appropriated by Parliament for the purposes of the Commission;
- (b) loans, grants, donations and gifts from sources within and outside Uganda, with the approval of the Minister responsible for finance;
- (c) earnings from investments; and
- (d) such other sums of money as may become payable to the Commission in the discharge of its functions under this Act.

23. Duty to operate on sound financial principles

The Commission shall, in the performance of its functions under this Act, have due regard to sound financial principles.

24. Power to open and operate bank accounts

- (1) The Board shall, in consultation with the Accountant General, open and maintain such bank accounts as are necessary for the performance of the functions of the Commission.
- (2) The Secretary General shall ensure that all money received by or on behalf of the Commission is banked as soon as practicable.
- (3) The Secretary General shall ensure that no money is withdrawn from or paid out of any of the bank accounts of the Commission, without the authority of the Board.

25. Borrowing powers

- (1) The Board shall, with the approval of the Minister and the Minister responsible for finance, borrow money from any source as may be required for meeting its obligations or for the discharge of the functions of the Commission under this Act.
- (2) The Commission may, with the prior approval of the Minister for the purpose of any borrowing under subsection (1), charge any asset or property of the Commission with the repayment of any money so borrowed.

26. Investment of surplus funds

Any funds of the Commission not immediately required for any purpose under this Act may be invested in a manner which the Board may, with the approval of the Minister, after consultation with the Minister responsible for finance, determine.

27. Estimates

- (1) The Secretary General shall, within three months before the commencement of each financial year, cause to be prepared and submitted to the Board for its approval, estimates of the income and expenditure of the Commission for the next financial year.
- (2) The Board shall, within two months of receipt of the estimates referred to in subsection (1), cause to be submitted to the Minister for his or her approval, the estimates of income and expenditure as approved by the Board.

28. Financial year

The financial year of the Commission shall be the period of twelve months commencing on the 1st day of July and ending on the 30th day of June of the following year.

29. Accounts

- (1) The Secretary General shall cause to be kept, proper books of accounts and records of the transactions of the Commission in accordance with accepted accounting principles.
- (2) Subject to any direction given by the Board, the Secretary General shall cause to be prepared an annual financial statement stating the basis of accounting and shall identify any significant departure from it and the reasons for the departure.
- (3) The statements of accounts shall include—
 - (a) a balance sheet, an income and expenditure account and a source and application of the Commission's statement; and
 - (b) any other information in respect of the financial affairs of the Commission as the Auditor General or an auditor appointed by the Auditor General may, in writing, require.

30. Audit

- (1) The Auditor General or an auditor appointed by the Auditor General shall, in each financial year, audit the accounts of the Commission.
- (2) The Board shall ensure that three months after the end of each financial year, a statement of accounts is submitted to the Auditor General or an auditor appointed by the Auditor General for auditing.
- (3) The Auditor General or an auditor appointed by the Auditor General shall have access to all books of accounts, vouchers and other records of the Commission and is entitled to any information and explanation required in relation to those records.

Part V – Miscellaneous

31. Annual report

- (1) The Board shall submit to the Minister, within three months after the end of each financial year, a report on the activities and operations of the Commission for that financial year.

- (2) The Commission shall submit to the Minister the audited financial statements of the Commission, together with the report referred to in subsection (1).
- (3) The Minister shall, within two months after receipt of the report submitted to him or her under subsection (1), table the report before Parliament.
- (4) Notwithstanding the provisions of this section, the Commission shall produce annual reports to local governments and cultural institutions.

32. Official seal of Commission

- (1) The official seal of the Commission shall be in a form determined by the Board.
- (2) The official seal shall, when affixed to any document, be authenticated by the signatures of the Secretary General and one other member of the Board and in the absence of the Secretary General, the person performing the functions of the Secretary General shall sign.
- (3) An instrument or contract which, if executed or entered into by a person other than a body corporate would not require to be under the official seal, may be executed or entered into on behalf of the Commission by—
 - (a) the Secretary General; or
 - (b) any member of the Board or any other person if that member of the Board or other person has been duly authorised by resolution of the Board to execute or enter into the instrument or contract, as the case may be.
- (4) Every document purporting to be an instrument or contract executed or issued by or on behalf of the Commission in accordance with this section shall be deemed to be so executed or issued until the contrary is proved.

33. Service of documents

Any notice or document may be served on the Commission by delivering it at the office of the Secretary General, or by sending it by pre-paid registered post or through electronic modes of communication, to the Secretary General.

34. Regulations

- (1) The Minister may, by statutory instrument in consultation with the Board, make regulations generally for the better carrying into effect the provisions of this Act.
- (2) A statutory instrument made under this section shall be laid before Parliament.

Schedule (Section 9(2))

Meetings of Board and related matters

1. Meetings of Board

- (1) The Chairperson shall convene every meeting of the Board at times and places as the Board may determine, and the Board shall meet for the discharge of business at least once every three months.
- (2) The Chairperson may, at any time, convene a special meeting of the Board, if requested to do so, in writing, by at least five members of the Board.
- (3) Meetings of the Board shall be convened by a two weeks' notice, in writing, except that a shorter notice may be given for a special meeting.
- (4) The Chairperson shall preside at every meeting of the Board and in his or her absence, the members present may appoint a member from among themselves to preside at the meeting.

2. Quorum

- (1) The quorum for a meeting of the Board shall be one-half of the members.
- (2) All decisions at a meeting of the Board shall be by majority of the votes of the members present and voting, and in case of an equality of votes, the person presiding at the meeting shall have a casting vote in addition to his or her deliberative vote.

3. Minutes of meetings

- (1) The Secretary shall cause to be recorded and kept, minutes of all meetings of the Board in a form approved by the Board.
- (2) The minutes recorded under this paragraph shall be submitted to the Board for confirmation at its next meeting following that to which the minutes relate and, when so confirmed, shall be signed by the Chairperson and the Secretary in the presence of the members present at the latter meeting.

4. Power to co-opt

- (1) The Board may invite any person who, in the opinion of the Board, has expert knowledge concerning the functions of the Board, to attend and take part in a meeting of the Board.
- (2) A person attending a meeting of the Board under this paragraph may take part in any discussion at the meeting on which his or her advice is required, but shall not have a right to vote at that meeting.

5. Validity of proceedings not affected by vacancy

The validity of any proceedings of the Board or committee shall not be affected by a vacancy in its membership or by any defect in the appointment or qualification of a member or by reason that a person not entitled, took part in its proceedings.

6. Disclosure of interest of members

- (1) A member of the Board who is in any way directly or indirectly interested in a contract made or proposed to be made by the Board, or in any other matter to be considered by the Board, shall, as soon as the relevant facts come to his or her knowledge, disclose the nature of his or her interest at a meeting of the Board.
- (2) A disclosure made under subparagraph (1) shall be recorded in the minutes of that meeting.
- (3) A member who makes a disclosure under subparagraph (1) shall not—
 - (a) be present during any deliberation of the Board with respect to that matter; or
 - (b) take part in any decision of the Board with respect to that matter.
- (4) The failure of any member of the Board to disclose an interest in any contract or proposed contract or any matter before the Board, shall render the decision void and that member shall be relieved of his or her duties as a member of the Board.
- (5) For purposes of determining whether there is quorum, a member withdrawing from a meeting or who is not taking part in a meeting under subparagraph (3) shall be treated as being present.

7. Board may regulate its procedure

Subject to this Act, the Board may regulate its own procedure or any other matter relating to its meetings.