



INSTITUTE OF LEGAL PRACTICE AND DEVELOPMENT (ILPD)

ANNUAL REPORT 2013/2014



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List of acronyms and abbreviations

CLE	Continuing Legal Education
DAF	Director of Administration and Finance
DLD	Diploma in Legislative Drafting
DLP	Diploma in Legal Practice
EAC	East African Community
ELMS	Electronic Learning Management System
F Y	Fiscal Year which begins on 1 st July and ends on 30 th June
FTM	Fast Track Mode
H C	High Court
ICT	Information, Communication and Technology
ILPD	Institute of Legal Practice and Development
INASP	International Network for the Availability of Scientific Publications
LDAP	Lightweight Directory Access Protocol
MAJ	Maison d'Accès à la Justice
MINIJUST	Ministry of Justice
NPPA	National Public Prosecution Authority
RARLICO	Rwanda Academic and Research Libraries Consortium
RBA	Rwanda Bar Association
S C	Supreme Court
SIDA	Swedish International Development Agency
TOT	Training of Trainers
UK	United Kingdom
UR	University of Rwanda
USA	United States of America
USAID	United States Agency for International Development
VRAC	Vice Rector in charge of Academic Affairs
VRAF	Vice Rector in charge of Administration and Finance



FOREWORD BY THE RECTOR

Rector ILPD



1. EDUCATION AND TRAINING

1.1. Introduction

The main objective of the Institute of Legal Practice and Development (ILPD) is to provide professional legal trainings and carry out legal research.

During the FY 2013/2014, the institute offered two post graduate programmes namely “*Diploma in Legal Practice* and *Diploma in Legislative Drafting*” and various continuing legal trainings. The Diploma in Legal drafting is designed to be undertaken mainly by legal advisors from ministries and other public institutions, while the Diploma in Legal Practice was conceived to be attended by lawyers who want to go into practice (Judiciary, Prosecution or Advocacy). On the other hand, the program of Continuous Legal trainings is set to cater for short tailor made courses.

1.2. Post Graduate Programmes

1.2.1 Diploma in Legal Practice

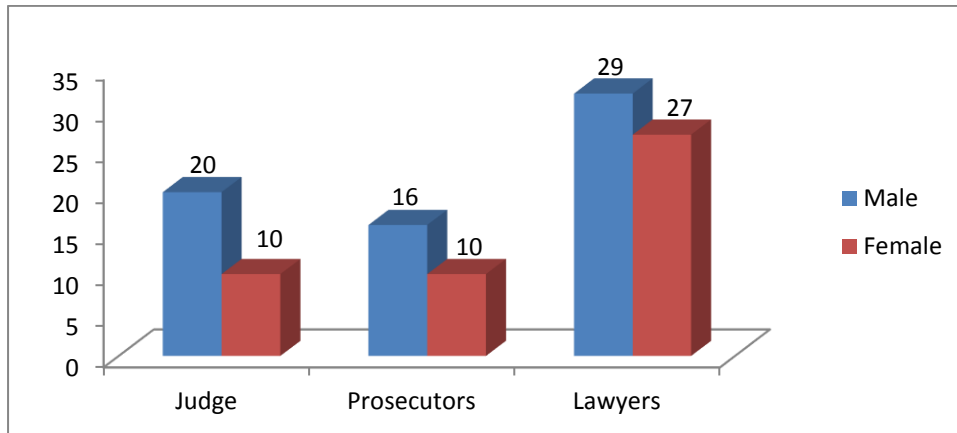
The Diploma in Legal Practice was offered in four different modes namely *full time mode, fast track mode, Part time Mode* and *Executive Mode*.

a) DLP Full Time Mode

The institute had two intakes for the DLP residential programme based in Nyanza during the FY 2013/2014. The first intake of 47 students started on 15th July 2013 and ended end-December 2013. The second intake of 68 students started in January 2014 and ended June 2014. The total number of students enrolled in both intakes is 115 among them 47 were females. However, 3 students dropped out; one from the first intake and 2 from the second intake. Therefore only 112 students completed the program as shown on the graph below:



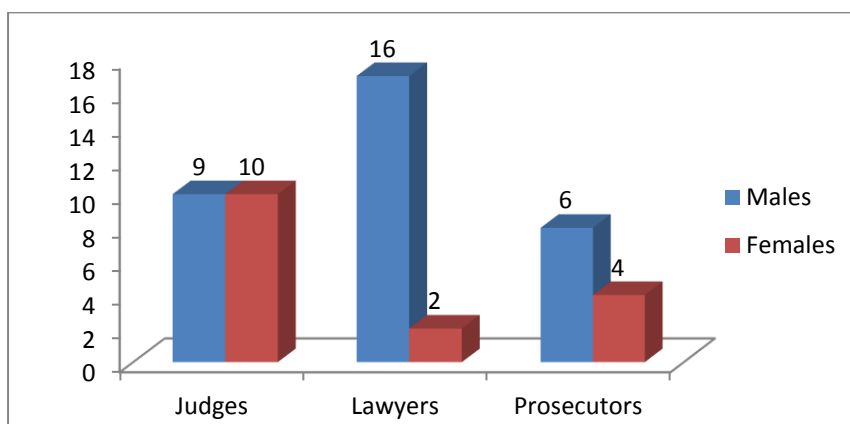
Figure 1: Description of DLP/Residential students



b) DLP Fast Track Mode

During the FY 2013/2014, 47 students completed the course on Diploma in Legal Practice under Fast Track Mode. The course started in previous FY of 2012/2013 but because the FTM takes almost double the time of the residential mode, its intake spanned the FY 2012/2013 and FY 2013/2014. The FTM intake started on 7th January 2013 and ended on 31st December 2013. The total number of trainees enrolled under this mode was 51, however 4 students dropped out hence only 47 students completed the programme. In the total number of FTM students, 16 were female as it is depicted in the graph below:

Figure 2: Graph describing DLP/FTM students





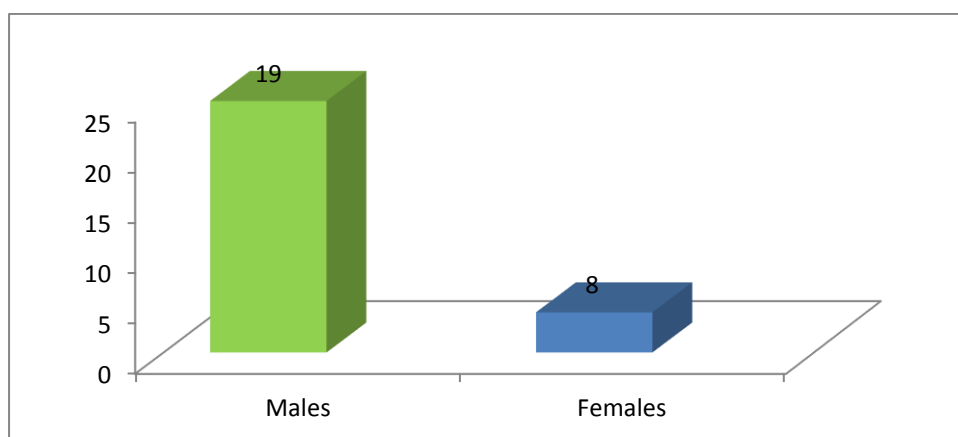
c) DLP Part Time and Executive Modes

During the FY 2013/2014, ILPD also introduced two new modes of teaching which are Part Time Mode and executive Mode. 40 students enrolled to DLP Part Time Mode and 27 students on DLP under Executive Mode. The courses in both modes started in February and March 2014 respectively and extended to the FY 2014/2015.

1.2.2. Diploma in Legislative Drafting

The institute conducted only one intake of DLD of 28 students during the FY 2013/2014. One trainee dropped out, thus only 27 students completed the programme as described in the graph below.

Figure 3: Graph describing DLD students



1.2.3. Trainers

Due to the nature of practical training offered by the ILPD, the latter always resort to external trainers who are in the profession.

In the FY 2013/2014, ILPD hired 23 highly qualified national trainers to teach in the programme of Diploma in Legal Practice. Trainers were selected on the basis of their knowledge and experience, as well as their proficiency in English. These trainers participated in full time Mode, Part Time Mode, Executive Mode and fast track mode of Diploma in Legal Practice. In addition, 8 mentors were hired to coach FTM students at their work places. The mentors were selected based on their area of expertise and years of experience. A list of mentors hired is attached in annex 4.



The Diploma in Legislative Drafting (DLD) was taught by a mixture of local and international trainers. A total number of 14 trainers, including 6 international experts were involved in teaching DLD. A list of trainers and the respective modules taught is attached as Annex 5.

1.2.4. Modules

The post graduate courses are taught in a modular system. During 2013/2014 FY, the modules of Diploma in Legal Practice were reviewed considering the specialization of the three professions (Judging, prosecution and advocate). The new curriculum was validated by the senate.

The Diploma in Legal Practice is made up of 9 modules taught in 10 working days each. 6 modules are taught generally to all trainees regardless their respective professions while the remaining three modules are taught separately considering the specialization of the three professions (Judging, prosecution and advocate). A list of modules taught is in annex 3. The Diploma in Legal Drafting on the other hand was taught in 12 modules of Five to Ten days each. A list of modules taught in DLD is in annex 5.

1.3. Continuous Legal Education

Continuing Legal Education is another type of programme offered by the ILPD.

Continuing Legal Education is normally done in terms of short course, workshops or conferences.

In the FY 2013/2014, the ILPD offered 18 different short courses, of three days each on average, as part of continuing legal education. During this financial year, about 666 participants attended the short trainings organized. Among the beneficiaries of the trainings offered included judges, lawyers, prosecutors, legal advisors, registrars, etc. The short trainings offered covered various domains of law such as Legal English (for the RBA members), Contract Law, Company and Competition law, Terrorism, International and Transnational crimes just to mention a few.



A list of short courses organized with the topics taught, participants to the course and the duration of each course is attached as Annex 6.

1.4. Research Activities

During the FY 2013/2014, the ILPD conducted and completed one research project on the need assessment for the integration of Rwanda Bar Association in the East African Community.

2. ADMINISTRATION AND FINANCE

2.1. Introduction

The Department of Administration and Finance deals with administration issues, including the human resource development and finance. In the FY 2013/2014, the ILPD improved on its capacity in terms of infrastructure as well as Human Resource Development.

2.2. Human Resource Development

The institute revealed opportunities to research, administrative and technical staff to attend trainings or workshops in their area of work. During the FY 2013/2014, two members of ILPD staff resigned due to their personal reasons. These are research coordinator and administrative assistant to the Rector. The resigned staff came to increase the number of other posts which were vacant. To cover the gap, the ILPD recruited 8 staff including accountant officer, procurement officer, Human resource officer, System administrator, research coordinator, records and examination officer, public relations officer and a lecturer. The Vice Rector in Charge of Academic Affairs was also appointed. The list of staff of the ILPD as at 30th June 2014 is in Annex 2 of this report.

2.2.1 Short courses

Various professional courses were organized for the ILPD staff to develop their capacity. The following are some of them;



- ❖ All staff of the institute attended a Workshop on team building.
- ❖ RUZINDANA Alex, MUSAFIRI Epimaque and RWABUKWISI Justin attended training on basics of Public Procurement.
- ❖ NDAYISABA Daniel attended two trainings on teaching methodology and student's assessment.
- ❖ NIYIBIZI Tite attended training on teaching methodology.
- ❖ BYIRINGIRO RWIGEMA Emmanuel attended training on Smart IFMS.
- ❖ NDIZEYE Emmanuel and Dr NGENDAHIMANA Jean Bosco attended Post Graduate Diploma in teaching in Higher Institutions
- ❖ NDIZEYE Emmanuel and NIYIBIZI Tite attended training in Diploma in legal practice, executive mode.

2.2.2. Post Graduate studies

In its policy of human resource development, the ILPD sent one of its staffs for further studies. Mr. SIBO GAHIZI Yves, a lecturer, is now doing a PhD studies at University of Sussex in England.

2.3. Infrastructure Development

During the FY 2013/2014, the ILPD enhanced its infrastructure facilities. These include:

- Acquisition of IT Spare parts;
- Acquisition of water and electrical equipments;
- Acquisition of various pieces of furniture;
- Maintenance of ILPD premises (new building);

2.4 System Development

During the FY 2013/2014, the ILPD developed its new strategic plan and business plan for Five years. The business plan provides a roadmap of the institute towards to the self financial sustainability. Furthermore the business plan provides that the GoR will continue to support the ILPD but under the subsidy and any student has to pay



tuition fee regardless the institution she/he is coming from. The business plan was approved by Justice Sector and Ministry of Finance.

2.5. Budget execution

The ILPD budget of the FY 2013/2014 was **785,007,914** Rwf. The budget executed was **543,851,505** Rwf equivalents to 69% of the allocated budget. The table below depicts the budget expenditure and associated outputs.

S.Program	Key Outputs	Allocation in RWF	Execution in RWF	% Execution	Observations,
Post Graduate Course and Research	Three intakes of students completed DLP and two intakes for DLD programs	164,398,468	106,817,736	65%	This budget seems to be under executed due to the following; ➤ The budget of 232,000,000 Rwf was provided just two weeks prior to the end of the FY.
Legal Continual Training	Progressive cover up of skills gap in legal field implemented	132,000,000	12,000,000	9%	➤ Mostly, Continual Legal trainings were conducted through internally generated income.
Library and Information Center	ILPD Library improved and well maintained	21,747,846	11,897,846	58%	➤ 2 new programs namely part time and executive modes started in the middle of the FY and their time of completion will span to the next FY.
Finance and Administration	ILPD has necessary equipments and facilities	466,861,600	413,135,923	88%	



3. SUPPORT SERVICES

In order to satisfy the demands of its academic programmes and to facilitate the provision of quality training to the students, the institute has continued to invest in the library and the provision of ICT services.

3.1. Library

The Library is a very important part of a training and Research Institution. It is a depository of information and therefore needs to respond to the needs of its users. The ILPD's Library currently holds over 8,000 titles in diverse area of law from both civil and common traditions.

During the Financial Year 2013-2014, the Library performed different activities as stated below:

- The Library reviewed its collections by buying 39 new books totalling 2,142,000 Rwandan Francs mainly relating to practical skills for lawyers, prosecutors and Judges as the Institute moves towards an expanded curriculum.
- A friend of the Institute Prof. Ashworth Andrew Buquest from UK donated to the ILPD Library a huge collection (2115 titles) of books, law reports, and reviews covering a wide range of topics such: Criminology, Criminal Procedure, Human Rights, and Pleading etc. These collections were evaluated and found suitable to the Institute's Curriculum.
- More than 300 books were catalogued at a standard level.
- The Library subscribed to a variety of local and international newspapers and magazine such as: Jeune Afrique, The East African, Official gazettes, Dialogue etc.
- The Library also received several disseminated EAC publications providing information concerning the decisions of EAC Council of Ministries and also overview of the EAC integration.



- The Library joined other Libraries from Higher Learning Institutions to form Rwanda Academic and Research Libraries Consortium (RARLICO). This initiative is expected to allow members of the consortium to bring down the cost of accessing online resources through shared subscriptions.
- New acquired materials were registered into E-Learning Management System (ELMS) to be managed in digital format and accessible online by Library users.
- One computer was availed and installed in the Library to be used by the Students to consult Library catalogue and do retrieval of scholarly information from an important range of e-resources databases that University of Rwanda (UR) has subscribed to on behalf of Higher Learning Institutions of Rwanda.
- The Library extended reading room by buying additional tables and chairs for Library users.
- The Library purchased 3 desktops to replace the staff's old computers to help them carry out effectively their duties.
- With support from the Swedish International Development Agency (SIDA) through UR and the International Network for the Availability of Scientific Publications (INASP), the Institute Library has subscribed to paid electronic resources. These resources are used while teaching the internet legal research. Chosen databases are posted on the Institute's website under Library web page. Library users were trained on how to access them and download articles on free charges. ILPD has negotiated access to LexisNexis databases for its students and teaching staff. This allowed students and Teaching Staff to carrying out their day to day researches.
- ILPD has introduced 3 Modes Kigali Based for the purpose of expanding beyond its Nyanza base and offering the DLP in Kigali. On the part of Library facilities, the students from the mentioned different modes have access to



Library materials shifted from Nyanza and placed in MINIJUST Library. Moreover through the Rwanda Law Libraries Consortium in which ILPD is a member, students have access to Library materials from the three law Libraries on that site. Those are MINIJUST Library, The Judiciary and the Prosecution's Library. Additionally, materials like module booklets are posted regularly on the Institute's website and are easily downloadable.

- Additional shelves were purchased to host new acquired Library materials.
- Library staff participated in teaching DLP full time ICT Basic knowledge and how to access Library materials through E-Learning Management System (ELMS), which lists Library books and other materials from the Library.
- Various professional trainings were organized for the purpose of developing further professional skills in established areas of expertise.

The Library's priority is to make knowledge available and useful to the users. This primary purpose can be realized only if the Library continues to acquire, organize, preserve, secure and sustain its unique collection for the present and the future.

3.2. Information and Communication Technology (ICT)

The mission of ICT section is to provide the highest quality based services and resources, in the most cost effective manner that support and enhance the mission and activities of institute (ILPD).

During the Financial Year 2013-2014, ICT section performed different activities as stated below:

- Acquisition of various ICT equipments namely 4 desktop computers and one server.
- Moodle Applications was developed by remote-learner and ILPD
- Acquire the laptops for staff on Credits where the institute is to pay a half and the remaining part to be paid in ten months by the staff themselves.
- The Migration of ILPD website from ASP.net into typo3 web content management system



- Tender to help the institute to improve the network security, Filing system and implementation of LDAP system administration is in process.
- Implementation of Document Tracking and Workflow Management System
- In order to continue to maintain the ILPD ICT equipments and allow staff and students to work in good environment, the institute managed to hire a professional ICT maintenance company.
- To enhance the capacity of students in ICT for Lawyers, training has been provided to DLP students from Monday to Thursday from 7:00 to 9:00 am

4. PUBLIC RELATIONS AND MARKETING

4.1 Awareness of the Institute

In the effort to increase the awareness of the institute within the country and abroad, the institute performed different activities such as the following;

- ❖ Press conference in KIGALI to announce the new program of DLP part time and the Kigali Liaison office,
- ❖ Marketing visit in Burundi to assess the need for legal trainings,
- ❖ Production and the distribution of Magazine and the Brochures about ILPD activities,
- ❖ Customer satisfactory survey conducted in ILPD stakeholders,
- ❖ Design and installation of two billboards; one at Nyanza another one at MINIJUST,
- ❖ Publication of ILPD activities through media (UMUSEKE.RW, THE NEWTIMES, RBA,etc) and ILPD Website.



4.2 Visitors

During the FY 2013/2014, the institute received visitors from different parts of the world as shown in the following table:

Date	Name	Title	Company	Address
25/10/2013	Dan Weellaur	Chairman	International Law Institute	Washington DC, USA
25/10/2013	Munyentwali Suitlin	Vice Chairman	Institute Africa Centre for Legal Excellence	Kampala, Uganda
14/11/2013	RUKUNDO KANYANKOLE	Program manager for education	Peace Corps	KIGALI
19/03/2014	Alison Bore	Principal Lecturer in Law	University of Brighton	United Kingdom
19/03/2014	Jerrey Coole	High Court Judge	London	London, UK
19-20/03/2014	Mark Barrell	LCF UK Executive Director	London	London, UK
02/03/2014	Richard Freema		Stanford Law School	UK
19/04/2014	INGABIRE Marie Nadine	Principal Policy & Planning officer	Higher Education Council	Kigali
19/04/2014	NZIGIYIMANA Donat	Secretary Academic Quality Directorate	Higher Education Council	Kigali
06/06/2014	Dr BIDERI Diogene	Principal Legal Advisor	CNLG	KIGALI
18/06/2014	Prof Kulundu Bitonye	Secretary/Chief Executive	Council of Legal Education	Nairobi, Kenya



5. PLAN FOR 2014/2015

In the FY 2014/2015, the focus will be to increase the number of students attending DLP courses through different modes of teaching namely Part Time Mode, Full time Residential, Fast Track Mode and executive. The objective is to reduce the backlog of untrained students in DLP. The institute is also planning to launch the third intake of Diploma in Legislative Drafting.

Below are the activities planned for FY 2014/2015 in both academic and administrative and finance departments.

5.1. Academic affairs Department

- a. Organize two intakes for the DLP in Nyanza, full time mode
- b. Organize one intake for the DLD
- c. One intake of Fast Track Mode (FTM) program
- d. One intake of DLP Executive Mode program
- e. One intake of DLP Part Time Mode program
- f. Tailor made courses to Justice Sector institutions as well as other institutions
- g. Organize graduation ceremony
- h. Conduct and publish legal researches

5.2. Administration and Finance Department

- a. Marketing ILPD activities in the region and abroad,
- b. Revise the ILPD structure,
- c. Reinforce ICT infrastructure,
- d. Expand the space/Land of the institute,
- e. Implement the use of collaborative office software applications in ILPD,
- f. Human resources development by offering short courses to build the capacity of ILPD staff,
- g. Continuously improve the Institute's library



6. ANNEXES

Annex 1: ILPD Board of Directors

1.	Prof. Alphonse NGAGI	Chairperson
2.	Prof. Nick JOHNSON	ILPD Rector
3.	Mr. Brekmans BAHIZI	ILPD VRAF
4.	Mr. Aimable HAVUGIYAREMYE	MINIJUST Representative
5.	Mr. Fred MUGISHA	MINEDUC Representative
6.	Dr. Emmanuel UGIRASHEBUJA	NUR Representative
7.	Mrs. Grace BUNYOYE	NPPA Representative
8.	Mr. Charles KALIWABO	Supreme Court Representative
9.	Mr. Erick N. SHIRIMPUMU	ILPD Administrative Representative
10.	Mrs. Anna MUGABO	MIFOTRA Representative
11.	Mr. Jean Bosco RUSANGANWA	KBA Representative
12.	Mr. Tite NIYIBIZI	ILPD Academic staff Representative

Annex 2: ILPD Staff 2013/2014.

1.	BENURUGO Alice	Administrative assistant to VRAC
2.	NZEYUMUKAMA Emmanuel	Driver
3.	NIYIBIZI Tite	Lecturer
4.	MUNYENGANGO Jean Baptiste	ICT officer
5.	KANDERA Rosette	Logistics officer
6.	NDAYIRINGIYE Ferdinand	Program coordinator
7.	RWABUKWISI Justin	Librarian
8.	MUSANA Jeanne D'Arc	Program coordinator
9.	MUGISHA Richard	Director of library
10.	SHIRIMPUMU N. Erick	DAF
11.	NYAMURASHA Moses	Academic registrar
12.	BAHIZI Brekmans	VRAF



13.	NDIZEYE Emmanuel	Lecturer
14.	SIBO GAHIZI Yves	Lecturer
15.	MUKARUZIGA Alphonsine	Internal Auditor
16.	NYIRARUHIMBI Feza Angelique	Budget officer
17.	RUZINDANA Alex	Director of Training and research
18.	LUGIGANA Charles	Administrative Assistant to VRAF
19.	UWIMPUHWE Consolatrice	Secretary
20.	NGENDAHI MANA Jean Bosco	Lecturer
21.	MUSAFIRI Epimaque	Program coordinator
22.	Bongera Ines	Librarian
23.	NICOLAS JEREMY Johnson	Rector
24.	Nkurunziza Evariste	Librarian
25.	NYIRAMINANI Sarah	Warden
26.	RINGUYENEZA Constantin	Warden
27.	MWEMEZI John RUTTA	Lecturer
28.	NIYTEGEKA Anastase	Technician
29.	HABYARIMANA Evariste	Plumber
30.	DUSENGE Jean Felix	Planning officer
31.	RWIGEMA Emmanuel	Accountant
32.	INGABIRE Juvenal	Human Resource Officer
33.	IYAMUREMYE Germain	Procurement Officer
34.	HAVUGIYAREMYE Aimable	Vice Rector, Academics and Research
35.	TUYISHIME Adiel	System Administrator
36.	KALISA MUCYO Michel	Lecturer
37.	HIRWA Audace	Public Relations Officer
38.	NDAYISABA Daniel	Research Coordinator
39.	KARAMAGE Paul	Records and Examination Officer



Annex 3: List of DLP trainers and modules taught 2013/2014

MODULES	Trainers
Module 1: General Legal culture	<ul style="list-style-type: none">❖ Me GAKUNZI Valery❖ Dr NGENDAHIMANA Jean Bosco❖ Me KABUYE Jean❖ Dr KALIMUNDA Aimé❖ Prof Nick Huls❖ Me NIYIBIZI Tite
Module 2: Interviewing and Negotiation	<ul style="list-style-type: none">❖ MARANGA Bernard❖ JOHN RUTTA❖ NDIZEYE Emmanuel❖ Tom MULISA❖ Prof Nick Johnson
Module 3: Drafting	<ul style="list-style-type: none">❖ Me Happy MUKAMA❖ Me KALISA Michael❖ KALISA MWANGUZI George❖ Nick Huls❖ Jacques KABIRU
Module 4: Criminal Process	<ul style="list-style-type: none">❖ Me GAKUNZI Valery❖ Dr KALIMUNDA Aimé❖ KIBUKA Jean Luc❖ KAYIHURA Didas❖ NDIZEYE Emmanuel
Module 5: Pleading and Moot Court	<ul style="list-style-type: none">❖ Me GUMISIRIZA Hirary❖ Me KALISA Michael❖ Maranga Bernard



	<ul style="list-style-type: none"> ❖ KALISA MWANGUZI George ❖ Me NIYIBIZI Tite ❖ Emmanuel BUTARE
Module 6: Alternative Dispute Resolution	<ul style="list-style-type: none"> ❖ JOHN RUTTA ❖ KADIGWA GASHONGORE Laurien
Judges Specialisation Modules	
Module 7: Procedure in civil and criminal cases	<ul style="list-style-type: none"> ❖ KADIGWA GASHONGORE Laurien ❖ RUKUNDAKUVUGA Legis
Module 8: Trial management	<ul style="list-style-type: none"> ❖ HATEGEKIMANA Bernard
Module 9: Judgement writing and delivery	<ul style="list-style-type: none"> ❖ KIBUKA Jean Luc ❖ RUTAZANA Angeline
Prosecutors Specialisation Modules	
Module 7: Prosecution Preparation 1	<ul style="list-style-type: none"> ❖ SIBO GAHIZI Yves
Module 8: Prosecution Preparation 2	<ul style="list-style-type: none"> ❖ KALISA Michael
Module 9: Trial	<ul style="list-style-type: none"> ❖ JOHN Rutta ❖ NTETE Marius ❖ HABYARIMANA Angelique ❖ DUSHIMIMANA Claudine ❖ HABARUREMA Jean Pierre ❖ NKUSI Faustin
Advocates Specialisation Modules	
Module 7: Court Advocacy	<ul style="list-style-type: none"> ❖ Me NIYIBIZI Tite
Module 8: Property, family and commercial transactions	<ul style="list-style-type: none"> ❖ MARANGA Bernard ❖ MUGENI Anita
Module 9: Practice Management	<ul style="list-style-type: none"> ❖ BUTARE Emmanuel ❖ Me GAKUNZI Valery ❖ MUVARA Potin ❖ Dr NGENDAHIMANA Jean Bosco ❖ Me HABIMANA Pie



Internship	
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Annex 4: List of Mentors in Fast Track Mode

1. RUTAZANA Angeline
2. KADIGWA Gashongore Laurien
3. KIBUKA Jean Luc
4. BWIZA Blanche
5. MUTANGANA Jean Bosco
6. HABYARIMANA Angelique
7. MUGENI Anita
8. BUTARE Emmanuel

Annex 5: List of DLD trainers and modules taught 2013/2014

N°	MODULE	TRAINERS
1.	General context of legislation	❖ Prof. Nick HULS
		❖ Mr KAYITARE Jean- Pierre
2.	Professional responsibility	❖ Mrs BIRUNGI Odette
3.	Policy Development and Problem Solving Approach	❖ Prof. Nick HULS
		❖ Guest speaker: Hon. GASAMAGERA Wellars
4.	Research before drafting and the use of IT	❖ Mr DUSHIMIMANA Lambert
	Research class	❖ Mr KAMANZI Innocent
		❖ Prof. Nick HULS
5.	Fundamental principles of drafting legislation	❖ Prof Ian McLeod
6.	Subsidiary legislation	❖ Dr Catherine De Van Heyning
7.	Organization and structure of legislation	❖ Mrs Nakacwa Florence Dollo
8.	Amendment and repeal	❖ Ms Hadley Rose
9.	Statutory interpretation	❖ Prof. Nick Johnson



10.	Principles of good governance	❖ Mr MULISA Tom
11.	International instruments	❖ Mrs Estelle Appiah
12.	Matters of translation	❖ Mr MAJYAMBERE Félix

*Annex 6: List of short courses organized in 2013/2014, participants and duration.
CLE 2013/2014.*

N°	Topics	Participants	No of participants	Days	Dates
1.	CAPA Ethics for lawyers	Lawyers	40	2days	July (25-26)
2.	Legal English for the RBA	Lawyers	100	20days	September
3.	Contract Law	Public Administrative lawyers	50	3days	October 02-04 th
4.	Company and Competition law	Legal Officers from Different Public Institutions	47	4days	28-31 st January 2014
5.	Basic Knowledge of accounting , financial crimes, fraudulent financial reporting and cybercrime	Prosecutors & Judicial Police officers (JPO: 03)	21	3days	18-21 February 2014
6.	Contract negotiation, drafting, management and arbitration	Legal Officers from Different Public Institutions	45	3days	19-21 February 2014
7.	Bailiffs training	MAJ Staff	30	3days	19-21 February 2014
8.	Modern techniques of conducting investigations	Prosecutors & Judicial Police officers (JPO: 08)	18	3days	18-21 March 2014



9.	International Labor standards	Participants(13 judges-3lectures-2ILPD delegates-1COTRAF,1CESTRAR)	20	5days	31March - 04 April 2014
10.	Judgment drafting	Commercial Courts judges& Registrars	21	3days	19-21 March 2014
11.	Training on Assessment	Trainers (4 external AND 6 internal)	10	3days	18-21 March 2014
12.	Information technology and law , its impact on administration of Justice	delegates from the EAC Judiciary	37	3days	24-26 March 2014
13.	Human trafficking	Prosecutors& Judicial Police officers (JPO: 20)	53	4days	22-25 April 2014
14.	Case management and immerging issues	Prosecutors, judges, registrars	35	3days	28-30 April 2014
15.	Prosecution of International crimes : crimes against humanity, genocide and war crimes	Prosecutors, Judicial police officers)	26	3days	26-27 May 2014
16.	International standards with regard to judging, sentencing and evidence submission and assessment	prosecutors, judges, registrars	55	3days	28-30 May 2014
17.	Terrorism, International and Transnational crimes	Judges Registrars, prosecutors and legal researchers	35	5days	7-11 June 2014



18.	Mediation	Advocates, Legal Aid Clinic, Judges, Registrars	23	5days	7-11 June 2014
TOTAL			666	trainees	

Annex 7: List of DLP Students/ Residential

No	Student Name	Registration Number	Professional
1	KAYITESI Caritas	ST-2013-0396	Ass. Prosecutor
2	NYIRURUGO Jean Marie Vianney	ST-2013-0398	Ass/NP
3	GITINYWA Louis	ST-2013-0424	Assistant Prosecutor
4	KABAGWIRA Naomi	ST-2013-0387	Chief As. Prosecutor
5	HARELIMANA Jean Paul	ST-2013-0410	Judge
6	HIRWA Faustin	ST-2013-0407	Judge
7	KAMALI Christophe	ST-2013-0415	Judge
8	NIRINGIYIMANA Innocent	ST-2013-0425	Judge
9	NYIRAMUGISHA Denyse	ST-2013-0393	Judge
10	NYIRANSAGUYE Athanasie	ST-2013-0405	Judge
11	RIZIKI Madeleine	ST-2013-0392	Judge
12	SIBOMANA Alexandre	ST-2013-0416	Judge
13	TUYISENGE Jean Claude	ST-2013-0414	Judge
14	USENGIMANA Augustin	ST-2013-0417	Judge



15	UWASE Olive	ST-2013-0394	Judge
16	UWIMANA Jean Nepos	ST-2013-0401	Judge
17	UWIMANA Jean Pierre	ST-2013-0412	Judge
18	UWIRERA Hyacinthe	ST-2013-0406	Judge
19	GISARO BUHEMERA Jean Paul	ST-2014-0458	Judge
20	HAKIZIMANA Jean Claude	ST-2014-0447	Judge
21	MUNYAWERA Bigati	ST-2014-0462	Judge
22	MUPENZI Innocent	ST-2014-0489	Judge
23	MURWANASHYAKA Nubaha	ST-2014-0455	Judge
24	MUSHIMIYIRYO Pacifique	ST-2014-0471	Judge
25	MUTANGAMPUNDU Alice	ST-2014-0476	Judge
26	MUTETELI Constantine	ST-2014-0474	Judge
27	NKUNDA Patrick	ST-2014-0473	Judge
28	NSHIMIYIMANA François Régis	ST-2014-0494	Judge
29	NSHIMIYIMANA Justin	ST-2014-0492	Judge
30	NYIRABAGANDE Speciose	ST-2014-0475	Judge
31	TUYISHIMIRE Marie Josée	ST-2014-0470	Judge
32	TWAGIRAMUNGU Félicien	ST-2014-0495	Judge
33	UMUBYEYI Francine	ST-2014-0478	Judge
34	WIBABARA Ange	ST-2013-0388	Military judicial
35	RUTAGANDA Tatien	ST-2013-0399	Military



			Prosecutor
36	KADAGWA Younger Janvier	ST-2013-0403	Police Officer
37	NYIRINGANGO Maurice	ST-2013-0402	Police Officer
38	AKAMPA Rukundo	ST-2014-0501	Private lawyer
39	AKOT LUCIMA Juliet	ST-2014-0479	Private lawyer
40	AKOTH Angella	ST-2014-0467	Private lawyer
41	ATUHAIRE Clara	ST-2014-0510	Private lawyer
42	BATAAMYE Andrew	ST-2014-0460	Private lawyer
43	CYZA Beatrice	ST-2014-0488	Private lawyer
44	EKYOKUTANGAZA Benjamin	ST-2014-0482	Private lawyer
45	HAFISAH Karim	ST-2014-0516	Private lawyer
46	INGABIRE Proscovia	ST-2014-0480	Private lawyer
47	JAMULIRO Samuel	ST-2014-0453	Private lawyer
48	KABIBI Sharifa	ST-2014-0502	Private lawyer
49	KAJUGA Paul	ST-2014-0477	Private lawyer
50	KAKURU Stella	ST-2014-0481	Private lawyer
51	KALINDA Stephen	ST-2014-0497	Private lawyer
52	KATO Muhammed	ST-2014-0486	Private lawyer
53	KATUMBA Ali	ST-2014-0466	Private lawyer
54	KIBOONE Kezia	ST-2014-0496	Private lawyer
55	KWESIGA Diana	ST-2014-0517	Private lawyer
56	MATOVU Corivin Paul	ST-2014-0498	Private lawyer
57	MUGISHA Ismail	ST-2014-0504	Private lawyer



58	MUHEKI Monica	ST-2014-0500	Private lawyer
59	MUHUMUZA TIGERWANIRA Emmanuel	ST-2014-0503	Private lawyer
60	MUTYO Mary	ST-2014-0508	Private lawyer
61	NABBANJA Christine Mary	ST-2014-0485	Private lawyer
62	NAGADYA Fiona Deborah	ST-2014-0519	Private lawyer
63	NAJJINGO Hanifa	ST-2014-0464	Private lawyer
64	NAKALEMBE Joon	ST-2014-0518	Private lawyer
65	NAKIBUUKA Mariam	ST-2014-0507	Private lawyer
66	NALUBEGA Sarah	ST-2014-0444	Private lawyer
67	NANTONGO Sophie Lwanga	ST-2014-0469	Private lawyer
68	NIYONSABA Annah	ST-2014-0445	Private lawyer
69	NSHEMEIRE Doris Amanda	ST-2014-0493	Private lawyer
70	OGWAL Abaraham William	ST-2014-0491	Private lawyer
71	SERWANGA Ronald	ST-2014-0505	Private lawyer
72	SSENGENDO Abdul	ST-2014-0465	Private lawyer
73	TINKASIIMIRE Barnabas	ST-2014-0509	Private lawyer
74	UMUGWANEZA Clarisse	ST-2014-0450	Private lawyer
75	WAHAB Kassim	ST-2014-0513	Private lawyer
76	Manoni Obed	ST-2013-0430	Private lawyer
77	Christopher MBA Weregwe	ST-2013-0385	Private lawyer
78	MPENJE Nathan	ST-2013-0418	Private lawyer



79	Muhwezi Derrick	ST-2013-0420	Private lawyer
80	Mutanga Kezron	ST-2013-0383	Private lawyer
81	NAKIMERA Berna	ST -2013-0421	Private lawyer
82	NAMUTEBI Marriam	ST-2013-0438	Private lawyer
83	RWAKISESA Herbert	ST-2013-0435	Private lawyer
84	UWIZEYIMANA Brenda	ST-2013-0428	Private lawyer
85	Aballa Patricia	ST-2013-0434	Private lawyer
86	ATWINE Mark	ST-2013-0439	Private lawyer
87	Beyanga Cornelius	ST-2013-0413	Private lawyer
88	Diana Nairuba	ST-2013-0411	Private lawyer
89	Nalubwama Afua	ST-2013-0431	Private lawyer
90	Nambi Lynette Suzane	ST-2013-0389	Private lawyer
91	NDUGU Amos	ST-2013-0427	Private lawyer
92	Oshaba Prosper Katungye	ST-2013-0419	Private lawyer
93	DUSABE Charlotte	ST-2013-0400	Prosecutor
94	GAHAMANYI Emmanuel	ST-2013-0397	Prosecutor
95	MUHAYIMANA Jean Bosco	ST-2013-0409	Prosecutor
96	MUKANGOGA Donatille	ST-2013-0391	Prosecutor
97	MUKARUGINA Valérie	ST-2013-0390	Prosecutor
98	NSHIMIYIMANA Jean Baptiste	ST-2013-0408	Prosecutor
99	BATETA Jeanne	ST-2014-0452	Prosecutor



100	KAMARAMPAKA Consolée	ST-2014-0484	Prosecutor
101	KAYINAMURA NDARUHUTSE Godefroid	ST-2014-0472	Prosecutor
102	KAYITESI Claudine	ST-2014-0449	Prosecutor
103	MANIRAGUHA Jean Bosco	ST-2014-0487	Prosecutor
104	MUHIRE Felix	ST-2014-0456	Prosecutor
105	MUKWAYA RUSATIRA Jean	ST-2014-0457	Prosecutor
106	MUNYURANGABO Gervais	ST-2014-0483	Prosecutor
107	NTEZIRYIMANA Sylvain	ST-2014-0499	Prosecutor
108	NTEZUMWAMI SHAKONDO Augustin	ST-2014-0461	Prosecutor
109	RUKAKA Gallican	ST-2014-0446	Prosecutor
110	UMUGWANEZA Josiane	ST-2014-0451	Prosecutor
111	UWIZEYE Théodosie	ST-2014-0490	Prosecutor
112	SHEMA Baker	ST-2013-0429	State Attorney RDB



Annex 8: List of DLP Students/ Fast Track Mode

No	Student Name	Professional
1	ABIJURU Emmanuel	Lawyer
2	BARAHIRA Eric	Lawyer
3	BIKOTWA Bruce	Lawyer
4	BIZIMANA Leopold	lawyer
5	BIZIMANA SHOSHI Jean Claude	Lawyer
6	BUGABO Laurent	Lawyer
7	HATEGEKA Placide	Lawyer
8	KABERA Jean Claude	Lawyer
9	KAMOTA Amedee	Lawyer
10	MULOMBI Kabeya Augustin	Lawyer
11	MUTABAZI R. Innocent	Lawyer
12	NDEGEYA Shaaban Wenceslas	Lawyer
13	NGABONZIZA Joseph	Lawyer
14	NTAMPUHWE Juvens	Lawyer
15	NUBUMWE Jean Bosco	Lawyer
16	SHUMBUSHO Philbert	Lawyer
17	UMUPFASONI Blandine	Lawyer



18	UWANYIRIGIRA Delphine	Lawyer
19	BATAMULIZA Alice	Prosecutor
20	GAPIRA docile	Prosecutor
21	GASHAYIJA Mathiew	Prosecutor
22	MURAMUTSA Leodomir	CID
23	MVANO Javan	CID
24	MUHONGERWA Agnes	Prosecutor
25	MUSHIMIYIMANA Francoise	Prosecutor
26	UMUMARARUNGU Rose	Prosecutor
27	NDIBWAMI Rugambwa	Prosecutor
28	NDIZEYE Yves	Prosecutor
29	GATERA Floribert	Judge
30	GATETE Gatari Albert	Judge
31	BANDORA Jean Baptiste	Judge
32	KABAGAMBE Fabienne	Judge
33	GASANA Damascene	Judge
34	KANDAMA Diane	Judge
35	KARANGWA Claudine	Judge
36	MUKANZIGIYE Germaine	Judge
37	MUKESIMANA Albertine	Judge
38	MURINDA Nadine	Judge
39	MUSABYEYEZU Aimee Solange	Judge
40	MUTUMWINKA Natascha	Judge
41	RUSHINGANA Nabuzuru Justin	Judge
42	NSENGIYUMVA Silas	Judge



43	NYIRINKINDI Theogene	Judge
44	RURANGWA Alexandre	Judge
45	SEBAGABO Mbera Patrick	Judge
46	UMURERWA Jeanne Christine	Judge
47	UWIMANA Liberatha	Judge

Annex 9: List of DLP Students/ Part Time Mode

No.	Names
1	ABIZEYIMANA Thadee
2	BAZIRUWIHA IDI-Abdul-azizi
3	BYIRINGIRO Bajeni
4	DUSABE Patricie
5	GASANA Raoul Amrani
6	GATARIKI Gisele
7	Javan Otieno Kiche
8	KABIBI Specioza
9	KABOYI Benoit
10	KABOYI Jean Bosco
11	KAVARUGANDA Juliette
12	KAYITENKORE Mukazi
13	KAYOBOKE PAUL RONALD Rwinziza
14	MPENZI RUJARI Thierry
15	MUGABO Hassan
16	MUGEMANYI Vedaste
17	MUJAWAMARIYA Dative



18	MUKARUSINE KUBANIRO Agnes
19	MUNYANDAMUTSA Jean Pierre
20	MUNYANTWARI Wellars
21	MUTABAZI ABAYO J. Claude
22	NDAYISABYE Alexis
23	NDORI ALLAN Samuel
24	NGEZAHAYO Emmanuel
25	NKUNDABATWARE Albert
26	NSANZIMANA Bernard
27	NSENGIYUMVA Enos
28	NTIHEMUKA Emmanuel
29	NZAYISENGA Charles
30	RWANGABWOBA Bernard
31	UMURUNGI Marie Assumpta
32	TUGIRUMUREMYI Raphael
33	TURAHIRWA Amina
34	UMUHOZA Beatrice
35	UTEYE SHABAIRU Betty
36	UWANTEGE Diane
37	UWERA KABERA Gaudence
38	UWIZEYIMANA Jean Eric
39	UWIZEYIMANA Mustapha
40	ZAWADI Stephen



Annex 10: List of DLP Students/ Executive Mode

No	Names	Professions
1	Aimable MALAALA	PSA
2	Aimé MUYOBOKE KALIMUNDA	Senior lecturer & adv/DCJ
3	Alain MUKURALINDA	Prosecutor
4	Alice KAGOYIRE	Commissioner
5	Alphonse MUTAYOBA	Prosecutor
6	Bonavanture RUBERWA	Prosecutor
7	Claire UMWALI MUNYANTWARI	PSA
8	Claudine DUSHIMIMANA	Prosecutor
9	Emmanuel NDIZEYE	Lecturer
10	Emmanuel SINDIKUBWABO	PSA
11	Epimaque RUBANGO	PSA/MINIJUST
12	Felix NTAGANDA	PSA
13	Frederic AFRICA	Prosecutor
14	Happy MAKAMA	Advocate
15	Isabelle KALIHANGABO	PS/MINIJUST
16	Jacqueline BAKAMURERA	AAG



17	Jean Bosco BUGINGO	Advocate
18	Jean Bosco MUTANGANA	Prosecutor
19	Judith MBABAZI	Commissioner secretary
20	Kizito SAFARI	Advocate
21	Loyce K. BAMWINE	Commissioner
22	Me Emmanuel BUTARE	Advocate
23	Pascal RUGANINTWALI BIZIMANA	DCG/RRA
24	Ronald MUSONI	Legal Counsel
25	Tite NIYIBIZI	Lecturer/ Advocate
26	Tom MULISA	Advocate
27	Valéry MUSORE GAKUNZI	Advocate



Annex 11: List of DLD Students

N°	NAMES	INSTITUTION
1.	ABANENATWE Emmanuel	Legal Officer/RDF HQs
2.	DUSABE Francis	Policy Analyst/Migration
3.	GASANGWA Ezra	Legal Advisor/OAG
4.	HABINSHUTI Emmanuel	Legal Officer/ RCS
5.	KAYUMBA Liliane	Eligibility & Protect/ MIDIMAR
6.	MANA Alexis	Legal Advisor/IPRC South
7.	MBABAZI Michel	Judge/ Military Tribunal
8.	MBONIMPA KWISABA	Legal Advisor/ RDF Air force
9.	MISAGO J.Pierre	Legal Advisor/ National Heros
10.	MUGABO Frank	Legal Officer/ MINIJUST
11.	MUHIRE Jules Aimable	Legal Advisor/ WDA
12.	MUKAMURENZI Donata	Legal Advisor/GBV
13.	MUNANIRA Delphin	Legal Advisor/HEC
14.	NDOLI Jasper	Legal Officer/MININFRA
15.	NSABIMANA Anatole	Judge/ Military High Court
16.	NSABIMANA J. de Dieu	Legal Officer/ MINISPOC



17.	NYIRABAHORANA Annociata	Legal Officer/RDF HQs
18.	NYIRAMAJORO Eugène	Advisor/ NCHR
19.	NZAMBIMANA Jeanette	Legal Advisor/ C.of Deputies
20.	NZEYIMANA Bonaventure	Legal Advisor/ RNRA
21.	RUHORAHOZA J. Paul	Legal Advisor/ RDF HQs
22.	RUSAGAMBA Mudakekwa Levi	Bills and Policy Researcher/Senate
23.	RUTAYISIRE Roger	Legal Officer/RCS
24.	SEMINEGA Silas Eugène	Legal Adviser/KHI-RBC
25.	UMUTESI Annet	Manager& L/Adv. Ass./ Nat. MUSEUM
26.	UWIZEYIMANA Josephine	Legal Advisor/ RAB
27.	UWUBULIZA Liliane	Legal Officer/RSSB