

File p.w.s

NATIONAL COUNCIL FOR DISABILITY (NCD)

GUIDELINES FOR ESTABLISHMENT OF DISTRICT COUNCILS FOR DISABILITY (DCD)

1.0. Introduction

The National Council for Disability (NCD) Act 2003 provides for the establishment of District Councils for Disability (DCDs) in all Districts, their composition, functions and administration for promotion of the rights of PWDs. These guidelines are set out to facilitate the operationalization of Part IV in the Act that gives powers to the District Local Council Government Chairperson to appoint the District Council for Disability to serve for a period of three years.

For purposes of maintaining credibility and consistence with other systems of governance, the appointing authority shall be guided by the procedure hereunder, stated as requirements for persons to qualify to become members of the Selection Committee and the DCD:

2.0. The Need for and Composition of Selection Committee

While the LCV Chairperson is the appointing authority at the District level, the exercise of his/her powers in this regard is informed by a protracted process that involves call for nominations, actual nominations, review/selection, appointment and election. On expiry of the term of office of the Council:

- 2.1. The District Local Government Council 5 Chairperson shall delegate District Executive Secretary (DRO/CDO) to invite nominations from District Associations of PWDs to get a list of names from which a short list of selected nominees shall be made and recommended for appointment to DCD in line with the NCD Act 2003.
- 2.2. Following the process above (1), the LC5 Chairperson who is the appointing Authority shall formally appoint a five member, independent minded & disability friendly team to be chaired by a serving, Senior Administration staff to do short listing & recommend 12 names to the LC 5 for final vetting and eventual appointment in line with the provisions in the Act.
- 2.3. The selected 5 member team shall be people who are knowledgeable in the NCD Act with an experience of work in Disability related Government area or Ministry of Gender Labour & Social Development (MGL&SD) or National Council for Disability for more than three (3) years.
- 2.4. To qualify as a member of the Selection Committee/Panel, the said members should have worked with a reputable Organization that supports Persons with Disabilities for a minimum of two years.
- 2.5. Members of this Committee/Panel should be sound-minded adults above 18 years.
- 2.6. Panel members should be people of high moral integrity.

- 2.7. Panel members should have been approved by the DCD Executive Secretary in consultation with the CAO.
- 2.8. They should hold 'O' level certificates or the equivalent (P.7 With 3 to 4 years training).
- 2.9. Should act in a manner that promotes fairness and objectivity.
- 2.10. Should avoid giving out information to interested parties prematurely

3.0. Short listing and Selection

3.1. The short listing and appointing processes shall ensure that:

- At least one third of the Council are female
- Major Disability categories are balanced; that is, physical, visual and hearing.
- The composition is geographically balanced within the context of the District

- 3.2. The Executive Secretary shall recommend to the appointing authority in writing to have the heads of departments appointed as ex-officio members of the DCD committees in line with the provisions in the Act.
- 3.3. All members of the DCD shall be sound-minded adult Ugandans 18 years and over.
- 3.4. A Person with Disability to be appointed to the DCD shall be a member registered & nominated by the District Association.
- 3.5. A parent of Child with Disability shall be a member of the Council but shall not be eligible for election as Chairperson or Vice Chairperson to the Council.
- 3.6. Youth with Disabilities shall be represented on the DCD by one of their own aged 18 to 35.
- 3.7. The two District Local Government Councilors for PWDs (male & female) shall be ex-officio members to the DCD.
- 3.8. The District Rehabilitation Officer or Community Development Officer shall be Executive Secretary & the accounting officer of the District Council, but shall only serve as an ex-officio member of the DCD.
- 3.9. DCD members shall be people of high moral integrity.
- 3.10. All DCD members should possess minimum basic educational requirements of 'O' level certificates or the equivalent (P.7 With 3 to 4 years training).
- 3.11. Should not have been convicted of criminal activities & served a sentence of more than six months in prison without the option of a fine.
- 3.12. Should not have served as member of DCD for more than two consecutive terms.

4.0. Elections

After appointment by the LCV Chairperson, elections shall be conducted for DCD Chairperson and Vice Chairperson. The criteria below shall guide these elections:

- 4.1. The Electoral College for the election of Chairperson and Vice Chairperson shall be constituted by the members appointed with the exception of the ex-officio members. Out of a total of 13 (thirteen) DCD members as stipulated in Part IV of the NCD Act, only 6 (six) are voting members.
- 4.2. The positions of Chairperson and Vice Chairperson shall be filled by appointed members who are Persons with Disability in such a way that if the Chairperson is female the Vice Chairperson shall be male and vice versa.
- 4.3. For one to become Chairperson or Vice Chairperson of the DCD, they should be impartial, not working with District Disabled Peoples' Association in the capacity of Chairperson or Vice Chairperson.
- 4.4. LCV Councilors for PWDs are not eligible for the positions of DCD Chairperson and Vice Chairperson.
- 4.5. After the appointment and election of Chairperson and Vice Chairperson, a swearing in ceremony shall be conducted for the New Councilors to be presided over by a Magistrate or Senior Administrator qualified to witness an oath.