



## **SIMPLIFIED FRAMEWORK FOR IDENTIFYING EXEMPLARY ACHIEVERS**

**(March) 2022**

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## **FOREWORD**

Pursuant to the Presidential Awards Act, 2001 the Government of Uganda, through the Chancery has a system of recognizing and rewarding outstanding acts and achievements of its citizen, such recognition puts on record public appreciation for the contribution of persons who have distinguished themselves in service to the Nation.

The Awards are in the form of Orders, Medals and Decorations. Ministries, Departments and Agencies of Government, corporate organizations, Non-Governmental organizations and individuals all submit proposals for Honour and awards in the fields of; civil and military sector; academia; culture; media; religion; industry; and sports among others, to the Chancery which is the permanent custodian and administrator of Uganda's National Honours.

The Presidential Awards Committee advises H.E the President in respect of persons upon whom titles of Honour may be conferred. The Chancery/Presidential Awards Committee, has prepared a simplified framework for identifying exemplary achievers to guide the nominations.

The Framework is customized to also facilitate and guide the evaluation of Persons deserving Honour and provision of accurate citations and particulars about the proposed exemplary achievers.

The Simplified Framework will not only guide the criteria for recommending the proposed nominees, but also benefit and avail the various stakeholders information on the areas, fields that are worthy recognition and Honour both in public and private spheres.

I, therefore, appeal to all stakeholders in the Public and Private institutions to make use of the Simplified Framework as a guide to

nominate and submit to the Chancery/Presidential Awards Committee, personalities deserving Honour for National Recognition, by His Excellency the President of the Republic of Uganda.

For God and My Country.

Dr. Beatrice Wabudeya

**CHAIRPERSON/PRESIDENTIAL AWARDS COMMITTEE**

## **1.0 Introduction**

The Chancery / Presidential Awards Committee from time to time receives nominations of individuals from various Ministries, Departments, Agencies of Government (MDAs) and individuals out of whom the justification is made for award of medals of Honour by His Excellency the President.

The Honours are conferred to Ugandan nationals and International personalities who have rendered outstanding service to further the national pride of Uganda in the military, civil and any other capacity. The Chancery is also charged with custodianship of the National Honours and awards as well as other related functions.

The Presidential Awards Committee is, therefore, responsible for selecting, vetting and forwarding nominated persons to H.E the President for approval and conferment of Honours.

## **2.0 The National Honors and Awards Act, 2001**

The National Honours and Awards Act No. 14 was enacted in 2001. The Act provides for the creation of the Presidential Awards Committee (PAC), recognition and conferment of titles of Honour, decoration, medals, awards, and orders, the establishment of the Chancery for the custody of awards and to provide for other related matters.

## **3.0 The National Honours and Awards Regulations, 2014**

The Regulations operationalize of the National Honours and Awards Act, 2001 however, for purposes of sensitizing of the public, the Chancery/Presidential Awards Committee came up with the simplified framework for identifying exemplary achievers. This would provide and guide the public on the procedure, selection criteria, approval and conferment of Honours.

## **4.0 Summary of Procedure for Honours**

Nominations, submitted either by MDAs or by NGOs or by, public or private institutions, are divided into subject fields of contribution and assessed by the Presidential Awards Committees comprising independent experts and senior civil servants.

Honorary awards for foreign nationals are recommended by or through the Permanent Secretary of the Ministry of Foreign Affairs or the Chief of Protocol.

Honour assessments are processed by the Chancery that produces the list and submits to His Excellency the President. The President formally approves by signing an Instrument in Honour of the proposed Awardees and the letters are sent to each nominee. The nominee accepts the proposed Honour and attends the Investiture Ceremony.

The Chancery organizes investitures ceremonies for the recipients to be presented with their medals by H.E the President.

The Honours are published in the National Gazette or an official Government newspaper, twice a year.

The establishment of the Presidential Awards Committee and its role is indicated in **Part II section 3, 4, 5, and 9** of the National Honours and Awards Act.

## **5.0 The Honours**

The Honours consists of various types of titles of Honours and Awards. These are determined by the qualifications of eligibility for appointment to a rank of Honour.

## **5.1 Tittles of Honour**

Titles of Honour include Civilian Decorations and Medals, Military Decorations and Medals, Uganda Police Decorations and Medals, **Second Schedule Section 3 (2) Titles of Honour and Incidents** of the National Honours and Awards Act, 2001.

## **5.2 Civilian Decorations and Medals**

- i. The Most Excellent Order of the Pearl of Africa (Grand Master)**  
– Is the highest Honour awarded to heads of State and Heads of Governments.
- ii. The Excellent order of the Pearl of Africa (the Grand Commander)** – Is reserved for Heads of State’s spouses, Vice Presidents and Crown Princes and Princesses.
- iii. The Distinguished Order of the Nile (Classes I-V)** is awarded to people who have distinguished themselves in productive, research, economic, social and cultural enterprises.
- iv. The Distinguished Order of the Crested Crane (Classes I-V)**  
Awarded to people who have distinguished themselves in leadership and service.
- v. The National Independence Medal** is awarded to civilian activists who championed, contributed significantly to the struggle for Independence and protection of the Independence of Uganda.
- vi. The Nalubale Medal** is awarded to civilian activists who have contributed to the political development of Uganda.

## **5.3 Military Decorations and Medals**

- i. The Order of Katonga** is the highest Military Decoration awarded for extraordinary instances of heroism in the army.

- ii. **The Kabalega Star** is the second highest military decoration bordering with the Order of Katonga.
- iii. **The Rwenzori Star** is the third highest military decoration for distinguished exemplary meritorious service or great responsibility in military service.
- iv. **The Masaba Star** is the fourth highest military decoration bordering the same circumstances as Kabalega medal.
- v. **The Damu Medal** is awarded to any member of the military who was or is wounded in action. All those killed in the liberation struggle qualify.

**vi. The Luwero Triangle Medal**

Is awarded to any officer, man and woman who joined armed struggles against dictatorships in Uganda. Operating closely with armed freedom fighters.

- vii. **The Kagera Medal** is awarded to anyone who participated in fighting dictatorship between 1971 and 1979.
- viii. **The Order of Lukaya** is bordering the same circumstances as Kagera medal but with emphasis on 1979 battle in Lukaya.
- ix. **The Kyoga Medal** is awarded to a member of the military who have gallantly fought and defeated insurgences in different parts of Uganda.

**5.4 Uganda Police Medals**

**Police decorations and medals** are specified in 11 categories as specified in the National Honours and Awards **(Amendment of Second Schedule) Instrument, 2014**

**i. The Order of the Commander-in-Chief**

This is the highest Honour to be awarded to Heads of State and Heads of Government. It shall be awarded for visionary leadership,



championing peace and security in the country and in the East Africa Region, and causing economic growth and transformation, transforming the Police in terms of welfare, human resource growth and logistics.

**ii. Exemplary Service Order – First Class**

This Order shall be awarded to an Inspector General of Police or former Inspector General of Police for exemplary leadership, community participation of the country, transforming the image of the Uganda Police Force and support rendered to Uganda Police Force in its mission to transform.

**iii. Exemplary Service Order – Second Class**

This Order shall be awarded to a Deputy Inspector General of Police, a former Deputy Inspector General of Police, an Assistant Inspector General of Police, a former Assistant Inspector General of Police and other Police Officers of a similar Rank. It shall be awarded for exemplary service during the course and performance of duty while in office.

**iv. Gallantry Order Star**

This medal shall be awarded to Police Officers who have distinguished themselves through acts of gallantry demonstrated in operations, community policing, intelligence gathering and bravery.

**v. Distinguished Service Medal**

This Medal shall be awarded to Police Officers who have upheld ethical value and conduct, integrity, initiative and total commitment with outstanding performance but not necessarily bravery. It shall also be awarded for acts of humility, kindness, humanitarian attitude and faithfulness.

**vi. Meritorious Service Medal**

This Order shall be awarded to Police Officers for meritorious service particularly in operations where initiative and meritorious behavior has made vital difference to the success of the operations. It shall also be awarded for acts of endurance and dedication.

**vii. Special Service Medal**

This Order shall be awarded to Police Officers of the reserve force and special police constables who have distinguished themselves during their period of engagement.

**viii. Personal Sacrifice Medal**

This Order shall be awarded to Officers who have been wounded or killed in the line of duty and may be awarded in post humously.

**ix. Long Service with Good Conduct**

This Order shall be awarded to officers with long service years with a clean and uninterrupted service to the Force.

The Order will be classified in three classes as follows:-

- (a) Ten years' service – bronze
- (b) Twenty years' service – silver
- (c) Thirty years' service – gold

**x. Centenary Medal**

The Order shall be awarded to police officers and civilians of the Uganda Police Force in commemoration of the Centenary Plus Celebrations.

**xi. Honorary Service Medal**

This Order shall be awarded to civilians who have shown unwavering support to the Uganda Police Force programmes in

respect of community policing, donations including land, buildings, and other logistics and thus have made police operations easier and improved the welfare of officers.

## **6.0 Reference**

The information in the Frame Work is contained in the National Honours and Awards Act, 2001, the National Honours and Awards Regulations, 2014 and its amendment of Second Schedule, Instrument, 2014

The Chapter below highlight the Nomination Guide Lines and the Nomination Form **Appendix 1**.

## **7.0 Nomination Guide Lines of Persons Deserving National Honours and Recognition**

### **7.1 Information required for Nomination**

- i. A description of the nominee's achievement, including: -
  - a) When the achievement took place;
  - b) How their achievement exemplifies good citizenship;
  - c) What makes the achievement outstanding - such as extraordinary circumstances, challenges faced by the

- nominee, or an applicable situation or historical background;
  - d) How the nominee has positively changed people's lives;
  - e) Examples of the nominee's ongoing leadership and dedication; and
  - f) How long/period one has known the nominee.
- ii. Two or more signed testimonials from two different people who know and support the nominee should be attached.

## **7.2 Recommending someone for a bravery award**

This considers people who are not in the forces but are recognized for acts of great heroism and courage in extreme danger. The requirements are: -

- a) When the act took place;
- b) The degree of risk taken; and
- c) Persistence.

## **7.3 Good citizen Award**

People can be nominated because of a wide range of services to the community or including: -

- a) Community involvement – how they affected their community;
- b) Going an extra mile;
- c) Long service;
- d) Actions that have affected /involved others to improve quality of life;
- e) An outstanding achievement - act of bravery / heroics / Positive impact / life changing;
- f) Gained recognition at the National and International level;
- g) Outstanding achievement in their field; and
- h) Improving the environment

#### **7.4 Other outstanding achievements may include:**

- a) Enhancing the Nation's reputation;
- b) Exceptional voluntary service;
- c) Innovation and entrepreneurship; and
- d) Improving lives for people less able to help themselves.

#### **7.5 Honours given to people involved in fields for excellence;**

Innovation, assuming risk in the course of executing duties or concern for human life resulting in injury or death or in circumstances of combating an epidemic or responding to a disaster or extra courage exhibited while responding to sudden catastrophes.

- a) Community, voluntary and local services
- b) Arts & Media
- c) Health
- d) Sport
- e) Education
- f) Science & technology
- g) Business & Technology
- h) Civil & Political service

#### **8.0 Assessment of Nominations**

The Presidential Awards Committee will seek to satisfy itself that the person nominated has:

- a) Demonstrated an outstanding achievement at a high and significant level;
- b) Made voluntary contributions over and above what might be reasonably expected through paid employment; or

- c) Through voluntary contribution, stand out from others who may have made a valuable Contribution.

**Reg. 19 of the National Honours and Awards Regulations, 2014**

**9.0 The Forces' guidelines**

Are specified in the regulations and these are determined by the forces. However the nominations should be made on the Nomination form and the motivation for the nominee specifically indicated as required in the regulations.

**10.0 Police decorations and Medals guidelines**

Are specified in the regulations and these are determined by the Uganda Police Forces. However the nominations should be made on the Nomination form and the motivation for the nominee specifically indicated as required in the regulations. **Part III Police Decorations and Medals.**

**11.0 A member of a foreign Government or Citizen**

**of a foreign Country** who has or contributed to the development of Uganda may also be nominated for award of Honour.

**12.0 Other Descriptions on Conferment of Honour  
As per the Second Schedule Part III of the National Honours  
and Awards Act, 2001**

- I. Whenever a title of Honour is presented to a person, the citation shall clearly indicate the reasons for the award of the title of Honour.
- II. Various classes of each award shall have the same design and shape clearly defined in the gazette.

- III. Any title of Honour may be post-humously awarded to a member of the family of the deceased (the law of succession and inheritance of Uganda) the family shall advise the Committee on the appropriate person to receive the title of Honour.

## **13.0 Conclusion**

Submissions of proposals of persons of Honour to the Chancellor/Secretary Presidential Awards Committee or to the Chairperson, Presidential Awards Committee or to the Secretary Office of the President should be evidence based with the exemplary acts that deserves recognition, Honour and Decoration.

The framework is therefore, simplified to guide the selection and determine action of personalities deserving recognition. It also enables the Chancery/Presidential Awards Committee to make consultations with the institutions recommending the exemplary personalities as well as connecting the Chancery with the communities where the proposed persons for Honour may be found.

### **Appendix 1. SCHEDULE 3**

**Reg. 18**

#### **NOMINATION FORM**

*(Uganda National Honours and Awards Act, 2001)*



THE REPUBLIC OF UGANDA

**PRESIDENTIAL AWARDS COMMITTEE**

***(Please use capital letters)***

**Particulars of the candidate:**

Surname: .....

Other names: .....

Sex: .....

Nationality: .....

Place of birth.....

Date of birth.....Country.....

District of origin.....

Residential/permanent address.....

.....

Telephone and email address: ..... Profession: .....

Present post and occupation: .....

Previous post and occupation .....

Academic qualifications:

.....

.....

.....

Membership to organizations or societies

.....

.....

Publications written/edited or other projects completed by the candidate if any:

.....

.....

Orders, decorations, medals and awards already received by the candidate

.....

.....

Order and class for which the candidate is recommended.....



.....  
**Particulars of persons nominating and or Organization:**

Name.....

Contact address.....

Address, telephone and email.....  
.....

**Organization/Institution Nominating**  
.....  
.....

**Function/Occasion calling for Honour**  
.....  
.....

.....  
**Date**

.....  
**Signature**

**Motivation**

The Motivation must be on a separate page and must include: -

- a) an introductory paragraph with a summary of the Nominee’s achievements;
- b) a list of exceptional milestones reached by the nominee in his or her carrier;
- c) description of the exceptional, outstanding or dedicated service or act of service or act of bravery rendered by the nominee; and
- d) Names and addresses of two references who support the nomination and who can provide information about why the nominee deserves the Honour.

The completed nomination forms should be sent or delivered to:

The Chancellor /Secretary, Presidential Awards Committee  
Office of the President  
P. O. Box 7168  
**KAMPALA**

