



Institute of Legal Practice
and Development



Excellence in Legal Practice



ILPD ANNUAL REPORT 2014/2015



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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
F Y	Fiscal Year which begins on 1 st July and ends on 30 th June
GBP	Great Britain Pound
GIZ	German Federal Enterprise for International Cooperation
ICT	Information, Communication and Technology
ICTR	International Criminal Tribunal for Rwanda
ILPD	Institute of Legal Practice and Development
INASP	International Network for the Availability of Scientific Publications
INES	Institut d'Enseignement Supérieur de Ruhengeri
INILAK	Kigali Lay Adventist Univesiyt
LDAP	Lightweight Directory Access Protocol
MINICOM	Ministry of Trade and Industry
MAJ	Maison d'Accès à la Justice
MINIJUST	Ministry of Justice
NICHE	Netherlands Initiative for Capacity development in Higher Education
NPPA	National Public Prosecution Authority
RARLICO	Rwanda Academic and Research Libraries Consortium
RBA	Rwanda Bar Association
RCAA	Rwanda Civil Aviation Authority
RCS	Rwanda Correction Services
RDB	Rwanda Development Board
RNRA	Rwanda Natural Resources Authority
RLRC	Rwanda Law Reform Commission
RRA	Rwanda Revenue Authority
RURA	Rwanda Utilities Regulatory Authority
S C	Supreme Court
USAID	United States Agency for International Development
VRAC	Vice Rector in charge of Academic Affairs
VRAF	Vice Rector in charge of Administration and Finance
WBLM	Work Based Learning Mode
WIFI	Wireless Fidelity



Institute of Legal Practice
and Development



Excellence in Legal Practice

Foreword by the Ag. Vice Rector in Charge of Administration and Finance

1. INTRODUCTION

The institute of Legal Practice and Development (ILPD) is a public higher learning institution which has a mandate of offering professional legal courses. As public institution, the performance of ILPD is measured on year basis. This report describes achievements made by the institute during the financial year 2014/2015. It contains a summary of achievements made in the area of training and research as the core mandate of the institute, finance and administration as supporting service and ends up with brief on the planning of the new financial year.

2. EDUCATION AND TRAINING

2.1. Introduction

The Institute of Legal Practice and Development is one of the Institutions members of the Justice Sector. 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 2014/2015, the institute offered one post graduate program namely “*Diploma in Legal Practice*” and various continuing legal trainings. The Diploma in Legal Practice is designed to be undertaken mainly by lawyers who want to go into practice (Judges, Prosecutors or Advocates) while the program of Continuous Legal Education is composed of short tailor made courses offered to people who are in profession.

2.2. Post Graduate Program

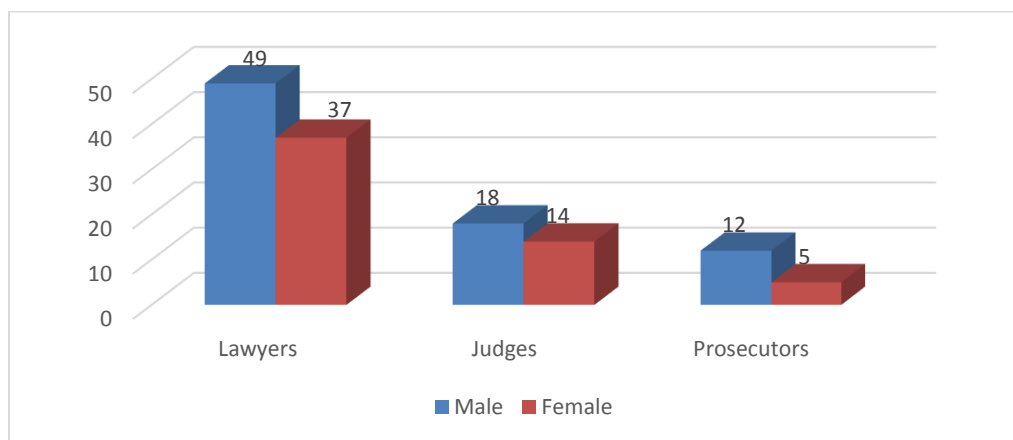
2.2.1. Modes of teaching

The Diploma in Legal Practice was offered in two different modes namely *full time mode and Part Time Mode (Work Based Learning Mode, week end, Evening and Executive Mode)*.

a) DLP Full Time Mode

The institute had two intakes for the DLP residential program based in Nyanza during the FY 2014/2015. The first intake of 73 students started on 14th July 2014 and ended 01st December 2014. The second intake of 62 students started on 15th January 2015 and end 12th June 2015. The total number of students enrolled in both mentioned intakes is 135. The distribution of enrolled students in full time mode in terms of gender was that 56 were females as depicted on the graph below;

Figure 1: *Description of DLP/Residential students*



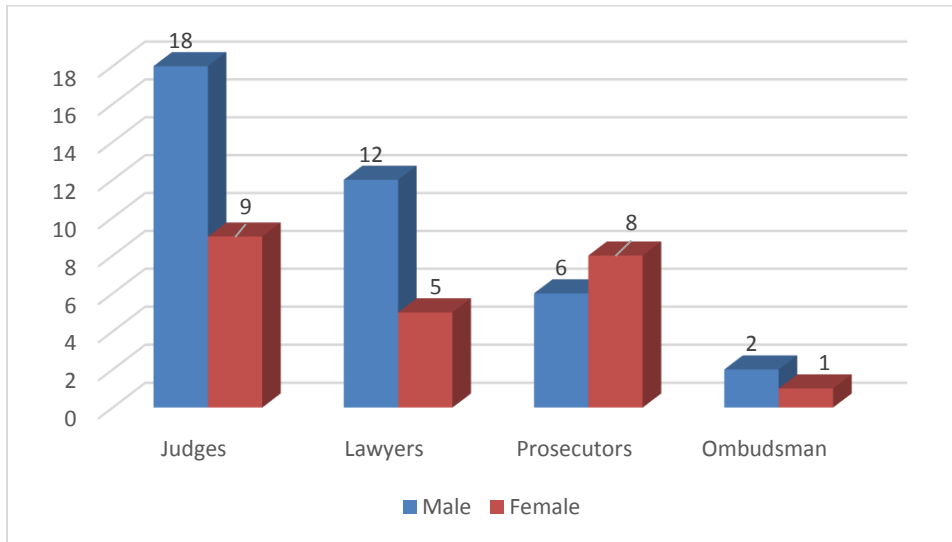
Source: Academic records

b) DLP Work Based Learning Mode

During the FY 2014/2015, 61 students completed the course of Diploma in Legal Practice under Work Based Learning Mode (WBLM). The intake of WBLM started in July 2014 and ended in May 2015. As this mode of teaching has been designed for experienced people who are in service and having certain level of experience; the trainees in this DLP mode came from Prosecution, Judiciary, Office of Ombudsman, and Rwanda Bar Association. The course was conducted in Kigali at the premises of National Public Prosecution Authority (NPPA). In the total number of WBLM students, 23 were female as it is depicted in the graph below:



Figure 2: Graph describing DLP/WBLM students



Source: Academic records

c) DLP Part Time

During the FY 2014/2015, 40 students completed the course on Diploma in Legal Practice under Part Time. The courses started in February 2014 and extended to the FY 2014/2015. Additionally, during the FY 2014/2015, ILPD started the second intake of Part Time where 78 students enrolled in Part Time Mode. The courses started in January 2015 and will extend to the FY 2015/2016.

d) Executive Mode

During the FY 2014/2015, 24 students completed the course on Diploma in Legal Practice under executive mode. The courses started in March 2014 and extended to the FY 2014/2015. Additionally, during the FY 2014/2015, ILPD started the second intake of executive mode where 46 students enrolled in executive Mode. The courses started in May 2015 and will extend to the FY 2015/2016.

e) **DLP Weekend Program**

In FY 2014/2015, ILPD introduced a new mode of teaching namely “weekend Program” for which 40 students enrolled in Nyanza, 72 in Kigali and 60 students in Musanze. In DLP under week end mode, courses are offered in weekends. The courses started in January, February and March 2015 respectively in Nyanza, Kigali and Musanze. Because courses under the weekend program take almost double time of the residential mode, those intakes will span the FY 2014/2015 and FY 2015/2016.

2.2.2. Trainers

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

In the FY 2014/2015, ILPD hired 32 highly qualified national trainers to train in the program 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, Week end, Executive Mode and Work Based Learning mode of Diploma in Legal Practice. In addition, 8 mentors were hired to coach WBLM students at their work places. The mentors were selected based on their area of expertise and years of experience. A list of trainers and mentors hired is attached in annexes 2 and 3.

2.3. Continuous Legal Education

Continuing Legal Education is another type of program courses offered by ILPD. Continuing Legal Education is normally done in terms of short course, workshops or conferences.

In the FY 2014/2015, ILPD offered 39 different short courses, of five days each on average, as part of continuing legal education. During this financial year, about 2169 participants

attended the short trainings organized. Among the beneficiaries of the trainings offered included judges, lawyers, prosecutors, executive secretaries of cells, MAJ staff, etc. The short trainings offered covered various domains of law such as judgement execution, contract negotiation, drafting and management; rules of procedures in civil matters and sentencing 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 4.

2.4. Research and Consultancy

During 2014/2015 FY, ILPD conducted a research on the Impact of Gendered Legal Rights to Land on the Prevalence and Nature of Intra- and Inter-Household Disputes and it is expected to be completed in the first quarter of 2015/2016FY. This research was funded by USAID through Land Project and aimed among others at assessing outcomes emanating from reforms to the legal framework that strengthen women's land rights, including in terms of disputes over land, and to investigate the channels women and men use to resolve such disputes and their effectiveness. At the end of the FY 2014/2015, collection of data on field was completed; researchers had started analyzing data.

3. ADMINISTRATION AND FINANCE

3.1. Introduction

The Department of Administration and Finance deals with administration issues, including the human resource development and finance. In the FY 2014/2015, ILPD improved on its capacity in terms of infrastructure as well as Human Resource Development.

3.2. 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 2014/2015, four members of ILPD staff resigned due to their personal reasons. These are the Vice Rector of Administration and Finance, the Academic registrar, one lecturer and one librarian. The resigned staff came to increase the number of other posts which were vacant. To cover the gap, ILPD recruited 4 staff including one lecturer and two librarians. The list of staff of the ILPD as at 30th June 2015 is in Annex 1 of this report.

3.2.1. Short courses

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

- ❖ DUSENGE Jean Felix and BONGERA Ines attended a training on basics of Public Procurement.
- ❖ MUNYENGANGO Jean Baptiste attended an IT professional course “Microsoft Certified Solution Expert” while TUYISHIME Adiel attended an IT professional course on Redhat Certified Engineer & Redhat System Administration.
- ❖ MUKARUZIGA Alphonsine, Internal Auditor attended a course on Forensic Auditing
- ❖ RWABUKWISI Justin and BONGERA Ines are pursuing an online degree in Librarianship from Annamalai University.

3.2.2. Post Graduate studies

In its policy of human resource development, ILPD sent two of its staffs for further studies. Mr. SIBO Yves Gahizi and NIYIBIZI Tite, ILPD lecturers, are now doing their PhD studies at University of Sussex in England and Erasmus University Rotterdam in Netherlands respectively.

3.3. Procurement of Goods and services

In FY 2014/2015 the institute successful acquired various goods and services in order to enhance its operations. The goods and services were acquired through following tenders:

1. Supply of anti- virus (Renewal of Lisences)
2. Acquisition of furniture and fittings
3. Acquisition of beverage(Renewal)
4. Fuel (Renewal)
5. Electrical and water equipments
6. Supply of office stationeries
7. Acquisition of fire extinguishers
8. Supply and installation of curtains
9. Painting of administrative building and rehabilitation of ILPD Rooms
10. Rehabilitation of ILPD building-KIGALI Office
11. Study of painting ILPD building and rehabilitation of ILPD Rooms
12. Supervision of Rehabilitation works of painting and rehabilitation of ILPD rooms
13. Provision of cleaning and Gardening services
14. Communication services(website with UMUSEKE IT LTD)
15. Designing of ILPD website
16. Provide security services
17. Decoration services
18. Provision of catering services
19. Catering services DLP/FTM KIGALI
20. Hotel services in MUSANZE and RUSIZI
21. Provision of dry cleaning services



3.4. Infrastructure Development

- During the FY 2014/2015, ILPD was given a premise in Kigali. The premise given to ILPD is located in Kiyovu, Nyarugenge District (the former ICTR Information and Documentation Center-Umusanzu mu Bwiyunge) graciously donated by the Government of Rwanda.
- In the effort to renovate and modernized its premises, ILPD rehabilitated its premises both in Nyanza and Kigali. The rehabilitation work done included; painting of administrative building, re-arranging and renovating ILPD Building/ Kigali Office and renovation of ILPD student rooms in Nyanza.





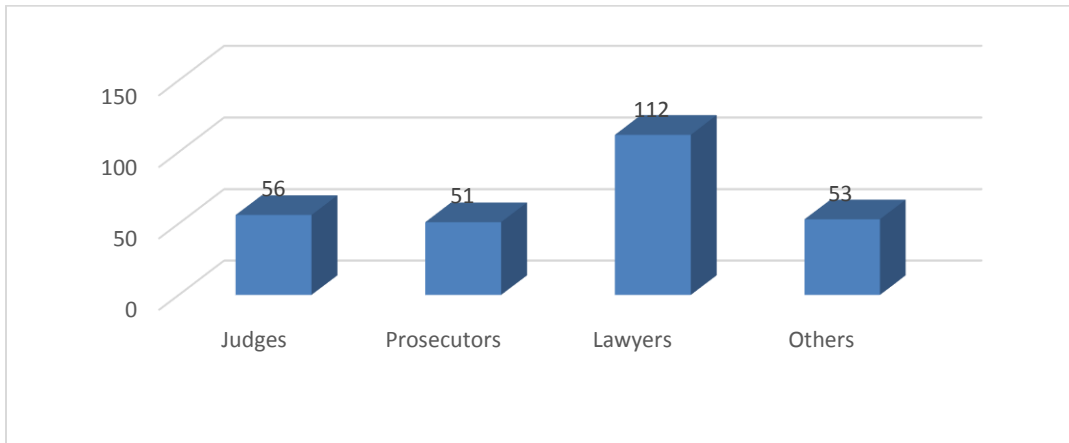
3.5. Graduation Ceremony

On 4th April 2015, ILPD organized the fourth graduation ceremony whereby 272 trainees from different professions graduated and obtained a Diploma in Legal Practice (DLP). Different dignitaries attended the ceremony among others the Honorable



Minister of Justice, Johnston Busingye who officiated the event. Graduates were from different professions as show on the graph below

Figure 3: List of Graduates with their respective professions



Source: Academic records





Source: Academic records

3.6. Budget execution

The ILPD budget is made of allocation from MINECOFIN and the revenues generated internally through different activities performed by the institute. During the FY 2014/2015, ILPD was allocated a subsidy of **358,003,957** Rwf for which **339,626,038** Rwf equivalents to 95% of the allocated budget was executed. On the other hand, the institute generated internally revenues amounting to **1,106,154,196** Rwf for which **839,460,931** was executed. The tables below depict the budget expenditure and associated outputs.



a) Execution of subsidy from MINECOFIN

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	7,000,000	7,000,000	100%	This allocation of 358,003,957 Frw from MINECOFIN was designed to cater for salaries and some fixed assets such as acquisition of Land.
Finance and Administration	ILPD has necessary equipments and facilities	351,003,957	332,626,038	94.7%	

b) Execution of internally generated revenues

Sub-Program	Key Outputs	Execution in RWF	Observations,
Post Graduate Course and Research	Three intakes of students completed DLP and two intakes for DLD programs	154,201,659	These internally generated revenues were allocated mainly
Continual Legal Training	Progressive cover up of skills gap in legal field	201,896,696	



Library and Information Center	The ILPD Library improved and well maintained	4,172,220	to cover operational costs such as training costs, compensation of employees as well as acquisition of various goods and services.
Finance and Administration	ILPD has necessary equipments and facilities	154,835,834	
	ILPD has necessary and capable supporting staff to operate	255,431,046	
	Raised awareness of the public, within and outside Rwanda , on ILPD activities	17,325,967	
	ICT Infrastructure within ILPD reinforced & Modernized	51,597,509	

4. SUPPORT SERVICES

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

3.1. Library

The Library is a very important department at ILPD. The rationale of Library is to serve two complementary purposes, i.e to support the Institute's curriculum, and to support the research of the Institute staff and students.

During the financial year 2014/2015, different activities were performed in the library as stated below:

- The Library updated its collections by acquiring selected 36 new books for 2,042.22 GBP. The acquired books related mainly to practical skills for lawyers, prosecutors and Judges, criminal proceedings, legal drafting, etc. The acquired materials assisted to enrich the collections of ILPD Library and subsequently to meet the information needs of ILPD faculty and trainees.
- The Institute has continued to be grateful for the generosity of its friends. A further 2,100 books from Professor Ashworth Andrew Buquest from United Kingdom have been received. These books enabled the Institute to improve the quality of its library as they were evaluated and found relevant to ILPD Programs.
- The Library continues to benefit from INASP (International Network for the Availability of Scientific Publications) negotiated deals with e-journal publishers. These resources have complemented the library's existing extensive collections of printed resources. Library users have been trained on how to access them and download articles free of charges.
- In order to meet its users' needs, ILPD library ordered and acquired more copies of key and most used laws such as Penal Code, Law relating to the code of criminal procedure and Law relating to the civil, commercial, labour and administrative procedure.
- To facilitate the implementation of DLP weekend program in MUSANZE, the Institute transferred to INES Musanze, 250 books to supplement the university Law collections.
- The Institute through its Library has joined other Higher Learning Institutions to form the Rwanda Academic and Research Libraries Consortium (RARLICO). Though the consortium is at its infancy stage, it is expected to boost the access to electronic

resources in all academic and research environments, considering the present trends in the information explosion and the individual library's inability to acquire enough resources to satisfy their clients.

- The Library has established a branch in Kigali alongside the newly established Kigali Office in Kiyovu, Nyarugenge District. Kigali Branch Library collection was built on the collection of the former ICTR Information and Documentation Center-Umusanzu mu Bwiyunge, graciously donated by the International Tribunal for Rwanda through the Ministry of Justice. The Kigali Branch library now houses a rich collection with several hundred volumes on criminal law, international law, case laws, the Rwandan genocide and related issues, etc. The library also has internet terminals for research for ILPD Students. Within ILPD mission of contributing to the development and dissemination of the law, the Kigali Branch is open to the general public recognizing its need for ready access to reliable legal materials.

3.2. Information and Communication Technology (ICT)

During the financial year 2014/2015, many activities were implemented in order to progressively strengthen ICT infrastructure of the institute. Among the major activities executed related to ICT following can be considered:

- Implementation of the project of improving ILPD network. Works related to configuration have been completed, the project is in testing period of six months.
- ILPD computer lab was innovated, website redesigned, and staff trained in professional courses through NICHE Project
- The ILPD Nyanza Premises have been covered by Internet connection. All students' rooms, classes and ground have internet connection through WIFI equipment installed under the funding of RDB.
- ILPD staff have been helped to possess a laptop where the Institute bought 19 laptops and distribute them to staff under the agreement of co-ownership. The agreement is



that a staff who takes a laptop pays a half of its cost in a period of ten consecutive months. Such facilitation was availed in order to implement the policy of one laptop per one staff.

- Precautions for security of ILPD buildings were reinforced by acquiring and installing 16 additional fire extinguishers in Nyanza.
- Maintenance of ICT Equipment has been kept.
- Various ICT equipment were given to ILPD by International Criminal Tribunal for Rwanda. Table below captures received ICT equipment under the donation;

No	Items	Quantity
1.	Computer Desktop +Screens	20
2.	Air Conditioner	12
3.	Switch	7
4.	Computer Notebook	1
5.	Image Scanner	1
6.	Generator	2
7.	Photocopying machine	1
8.	Printer	5
9.	TV screen	5
10.	Projector	2
11.	Video Camera	2
12.	UPS	1

5. PUBLIC RELATIONS AND MARKETING

4.1 Awareness of the Institute

Increase the awareness of the institute has also been a priority during the FY 2014/2015.

Major public relation activities conducted include:

- ❖ Dissemination of ILPD activities through media (Umuseke.rw, The new times, RBA, etc) and ILPD Website.
- ❖ Publication of revised ILPD Prospectus, brochures, banners and billboard.



- ❖ Organization of a 4 days training of the justice sector's Public Relations and Communication Officers which equipped them with enough knowledge and skills related to public relations and marketing.
- ❖ ILPD website, Twitter and Facebook have been made operational

4.2 Visitors

During the FY 2014/2015, the institute was visited by many people especially from countries East African community. A brief of dignitaries that visited the institute in the course of the financial is summarized in the table below:

Date	Name	Title	Company	Address
14/11/2014	Sharad Rao	Chairman	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya
14/11/2014	Joseph Asoke de Silva	Member of the Board (Former Chief Justice of Sri Lanka)	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya
14/11/2014	Alice Mpagi-Bahigeine	Member of the Board ((Rtd. DCJ Uganda)	Judges and Magistrates vetting Board	Nairobi, Kenya
14/11/2014	Ms. Meuledi Iseme	Member of the Board	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya
14/11/2014	Chief Justice (Retired) Barnabas Albert Samatta	Member of the Board	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya UK
14/11/2014	Mr. Abdirashid Abullahi Hussein	Member of the Board	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya Kigali
14/11/2014	Mr. Reuben Chirchir	Secretary & Chief Executive officer	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya Kigali



14/11/2014	Ms Roseline Odede	Deputy Chairperson	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya Kigali
14/11/2014	Mr. Justus Munyithya	Member of the Board	Judges and Magistrates vetting Board/Kenya	Nairobi, Kenya Kigali

5. PLAN FOR 2015/2016

The life of ILPD is a continuous process like any other institution. Activities of executed in one financial year cannot stand alone they need to be continued, complemented or maintained by others in the following financial year. It is in this regard we cannot conclude the briefing of the achievements in the FY 2014/2015 without mentioning the broad lines of activities planned in FY 2015/2016. The focus of the FY 2015/2016 will be to increase the number of students attending DLP courses through two different modes of teaching namely Full Time and Part Time Mode. The objective is to reduce the backlog of untrained students in DLP. Increasing and modernizing ILPD infrastructures shall also be kept as a priority.

Below are the activities planned for FY 2015/2016 both in academic department as well as in administrative and finance department.

5.1. Academic Department

Academic plans to continuously enhancing its capacity to offer quality training in the new financial year of 2015/2016. Some of the key activities planned in the new financial year include:

- a. Organize two intakes for the DLP in Nyanza, full time mode
- b. One intake of Work Based Learning Mode (WBLM) program
- c. One intake of DLP Executive Mode program
- d. One intake of DLP Part Time Mode program



- e. Tailor made courses to Justice Sector institutions as well as other institutions
- f. Conduct and publish legal researches

5.2. Administration and Finance Department

In the new financial year, the administration and finance department as a supporting department shall focus on the following:

- a. Marketing ILPD activities within the country and in the region ;
- b. Recruitment of new staff to fill up vacant posts;
- c. Acquisition of Goods and services to enhance operations of the institute.
- d. Acquisition of land surrounding ILPD premises for further expansion;
- e. Starting the construction of the second phase of ILPD Building;
- f. Progressively Enhance Human resources development by offering different short courses
- g. Purchase and maintain library books and subscribe to various newspapers
- h. Maintain and upgrade library software.

6. ANNEXES

Annex 1: ILPD Staff 2014/2015.

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.	NDIZEYE Emmanuel	Lecturer
12.	SIBO GAHIZI Yves	Lecturer
13.	MUKARUZIGA Alphonsine	Internal Auditor
14.	NYIRARUHIMBI Feza Angelique	Budget officer
15.	RUZINDANA Alex	Director of Training and research
16.	LUGIGANA Charles	Administrative Assistant to VRAF
17.	UWIMPUHWE Consolatrice	Secretary
18.	BIGIRIMAMA Consolate	Lecturer
19.	MUSAFIRI Epimaque	Program coordinator/ Ag. Academic Registrar
20.	Bongera Ines	Librarian
21.	NYIRAMINANI Sarah	Warden
22.	RINGUYENEZA Constantin	Warden
23.	MWEMEZI John RUTTA	Lecturer
24.	NIYITEGEKA Anastase	Technician



25.	HABYARIMANA Evariste	Plumber
26.	DUSENGE Jean Felix	Planning officer
27.	RWIGEMA Emmanuel	Accountant
28.	INGABIRE Juvenal	Human Resource Officer
29.	IYAMUREMYE Germain	Procurement Officer
30.	HAVUGIYAREMYE Aimable	Vice Rector, Academics and Research
31.	TUYISHIME Adiel	System Administrator
32.	KALISA MUCYO Michel	Lecturer
33.	HIRWA Audace	Public Relations Officer
34.	NDAYISABA Daniel	Research Coordinator
35.	KARAMAGE Paul	Records and Examination Officer



Annex 2: List of DLP trainers 2014/2015

Names	Profession
1 Dr. KALIMUNDA Aimé Muyoboke	Judge at the Supreme Court
2 Happy MUKAMA	Consultant, advocate
3 KABUYE Jean	Lecturer in private universities, advocate
4 Valery Gasore MUKUNZI	Lecturer in private universities, advocate
5 MULISA Tom	Lecturer in UR, advocate
6 RUZIBIZA Stephen	Legal officer at RCAA
7 NYIRANSHIMIYIMANA Christine	Legal officer at MINICOM
8 RWAMAMARA Lionel	Compliance & Enforcement officer at RURA
9 GATERA Raymond	Legislative Drafter at RLRA
10 KALIHANGABO Isabelle	Permanent Secretary/MINIJUST
11 HATEGEKIMANA R. Bernard	Judge at the Military High Court
12 KAYIJUKA NGABO	Advocate
13 GUMISIRIZA Hillary	Lecturer in INILAK, advocate
14 Raoul GASANA Amrani	Head of Legal Affairs Division/State Attorney, RRA
15 RUKANGIRA Emmanuel	Advocate
16 KAYIHURA Didas	Advocate
17 MUSONERA Innocent	Lecturer in UR, advocate
18 Yves SEZIRAHIGA	Lecturer in UR, advocate
19 MUVARA Potin	Deputy Land Registrar, RNRA
20 NKUSI Augustin	National prosecutor
21 NTETE Jules Marius	Inspector General of the prosecution
22 NZAMUYE Jean Marie	Judge at the High Court
23 RUSANGANWA Jean Bosco	Lawyer
24 KADIGWA Gashongore Laurient	Judge at the Commercial High Court
25 HABARUREMA Jean Pierre	National Prosecutor
26 HABIMANA Pie	Lecturer in UR, advocate
27 HABYARIMANA Angelique	Inspector of the prosecution
28 BUGINGO John Bosco	Advocate
29 BWIZA Nyanziga Blanche	Judge at the High Court
30 BYAKATONDA John	Judge at the High Court
31 MALAALA Aimable	Advocate
32 MAGOBA Ronnie	Advocate



Annex 3: List of Mentors in Work Based Learning Mode

- | | |
|-------------------------------|------------------------------------|
| 1. RUTAZANA Angeline | Inspector at the Supreme Court |
| 2. KADIGWA Gashongore Laurien | Judge at the Commercial High Court |
| 3. KIBUKA Jean Luc | Judge at the Commercial High Court |
| 4. BWIZA Blanche | Judge at the High Court |
| 5. MUTANGANA Jean Bosco | Prosecutor at the National level |
| 6. HABYARIMANA Angelique | Inspector at the NPPA |
| 7. MUGENI Anita | Advocate |
| 8. BUTARE Emmanuel | Advocate |



Annex 4: List of short courses organized in 2014/2015, participants and duration.

No	Topics	Participants	No of participants	Days
1	Terrorism, International and Transnational crimes	Judges Registrars, prosecutors and legal researchers	35	5days
2	Mediation	Advocates, Legal Aid Clinic, Judges, Registrars	23	5days
3	Training on Privatization	Legal officers from different ministries	30	5days
4	Contract negotiation, drafting and management of contracts With emphasis on Business transaction	Advocates	40	5days
5	Use of DNA Technology in the administration of Justice	28 Prosecutors and 16 Police officers	44	5days
6	Human rights and correctional regimes	RCS staff	40	3days
7	Judgment execution	Executive secretaries of the cells (Kayonza-Nyanza)	100	5days
8	Rules of procedures in Civil matters (Nyanza)	Judges and Registrars	573	4days
9	Fraud and money laundering investigation	NPPA /Ombudsman	40	5days
10	Detection, assessment, securing and presentation of evidence before courts	Muhanga-Nyamagabe	35	5days
11	Detection, assessment, securing and presentation of evidence before courts	Musanze-Rubavu	40	5days
12	Rules of procedure in criminal matters	S.C judges, inspectors and judges	35	3days



13	Constructions law training	Legal advisors	40	5days
14	Judgment execution	Nyarugenge and Huye	61	5days
15	Judgment execution	Nyarugenge and Huye	62	5days
16	Judgment execution	Kamonyi and Nyamagabe	40	3days
17	Sentencing/Human Rights(UN-Rwanda)	Judges-Registrars Gicumbi	35	2days
18	Sentencing//Human Rights(UN-Rwanda)	Judges-Registrars Musanze	35	2days
19	Sentencing/Human Rights(UN-Rwanda)	Judges-Registrars Ngoma	42	2days
20	Judgment execution	Kamonyi and Nyamagabe	40	3days
21	Judgment execution	Rulindo, Ruhango and Burera	51	5days
22	Investigation and Prosecution of offenses related to public Procurement	MUHANGA-NYAMAGABE	33	5days
23	Judgement execution	MAJ staff & Professional bailiffs	53	3days
24	Detection, assessment, securing and presentation of evidence before courts	Muhanga-Nyamagabe Prosecutors	34	5days
25	Judgement execution (MAJ & Professional bailiffs)	MINIJUST who?	52	3days
26	Professional Practice for Lawyers	MAJ cordinators	29	5days
27	Gender Based Violence	MAJ staff in Charge of Gender Based Violence	29	5days
28	Judgment execution	Ruhango, Rulindo and Burera	51	5days
29	Judgment execution	Ruhango, Rulindo and Burera	49	5days



30	Judgment execution	Gicumbi, Rwamagana and Karongi	53	5days
31	Contract management & litigation	Legal Advisors	57	3days
32	Rules of procedure in criminal matters	High Court & Supreme Court judges	55	
33	Professional practice for Lawyers	MAJ coordinators	29	5days
34	Judgment execution	Executive secretaries from Rulindo and Burera districts	30	5days
35	Judgment execution	Executive secretaries from Rwamagana, Gicumbi and Karongi districts	39	5days
36	Judgment execution	Executive secretaries from Rwamagana, Gicumbi and Karongi districts	37	5days
37	Emerging Issues in Criminal Justice System in East Africa	Judges and officers from judiciaries of EAC Partner states	25	5days
38	Judgment execution GIZ	Executive secretaries from Kamonyi and Nyamagabe districts	22	3days
39	Judgment execution	Executive secretaries from Rwamagana, Gicumbi and Karongi districts	51	5days
TOTAL			2169	