

PUBLIC NOTICE

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**THE LAW REFORM COMMISSION ACT, 1975**  
**(Act No. 12 of 1975)**

**THE LAW REFORM COMMISSION RULES, 1982**

Short title.

In exercise of the powers conferred upon it by section 7 of the Law Reform Commission Act 1975, the Law Reform Commission with the approval of the Attorney-General and Minister of Justice hereby makes the following Rules:—

**PART I—PRELIMINARY**

1. These Rules shall be deemed to have come into operation on the 1st day of July, 1980. Commencement.

2. In these Rules unless the context otherwise requires— Interpretation.  
“Act” means the Law Reform Commission Act, 1975;

“Chairman” means the person appointed from time to time in accordance with paragraph (a) of Sub-section (2) of section 1 of the Act;

“Commissioner” means a member of the Law Reform Commission for the time being appointed under paragraph (b) of Sub-section (2) of Section (1) of the Act;

“Committee” means a Committee appointed under the provisions of paragraph (g) of Section 3 of the Act;

“Meeting” means a meeting of the Commissioners only;

“Office” means the principal office for the time being of the Commission;

“Public” means any person other than the Commissioners or members of the Secretariat;

“Secretary” means the person appointed for the time being under Sub-section (2) of Section 4 of the Act;

“Sitting” means a meeting of the Commission to which the public is invited, or a meeting of a committee or sub-committee of the Commission;

"Sub-committee" means a sub-committee appointed under the provisions of paragraph (g) of Section 3 of the Act; "Vacation" shall have the same meaning assigned to it by the High Court Rules.

## PART II—MEETINGS

Meetings of  
the Commis-  
sion.

3. The Commission shall meet as and when the Secretary, after consultation with the Chairman, shall notify members in writing.

Notices of  
Meetings.

4. (1) At least seven days' notice in writing of any meeting shall be given to each member of the Commission.

(2) Any notice under this rule may be posted or delivered by hand.

Emergency  
Meetings.

5. The Secretary shall convene an emergency meeting, of which not less than forty-eight hours notice shall have been given at the request of the Chairman or any four members of the Commission.

Annual Ge-  
neral Meet-  
ing.

6. The Annual General Meeting of the Commission shall be held once in every calendar year at such time and place as may be determined by the Secretary, after consultation with the Chairman.

Notice of  
Annual Ge-  
neral Meet-  
ing.

7. At least fourteen days' notice in writing shall be given to each member of the Commission to attend the Annual General Meeting and such notice shall specify the date, hour and place of the meeting and shall contain a statement of the business to be transacted at the meeting.

Quorum.

8. (1) Four of the members of the Commission present shall form a quorum for all meetings and no business shall be transacted at any meeting unless there is a quorum at the commencement of that meeting.

(2) If within half an hour of the time appointed for the holding of a meeting a quorum is not formed the meeting shall stand adjourned to such other day, time and place as the Secretary after consultation with the chairman, may by notice in writing to the Commissioners appoint.

Chairman  
presiding.

9. The Chairman shall take the chair at every meeting of the commission. If the chairman is not present within fifteen minutes of the time appointed for holding a meeting, the members present shall choose a temporary Chairman from among themselves to act for that meeting.

Adjourn-  
ment.

10. The Chairman may, with the consent of any meeting at which a quorum has been constituted, adjourn the meeting from time to time and from place to place.

11. (1) Any resolution or decision at any meeting of the Commission shall be passed or taken by a simple majority of votes of the members present. **Voting.**

(2) Votings at meetings shall be by a show of hands, the Chairman having a casting vote in the case of a tie in the voting.

(3) Any Commissioner who is present at a meeting when a resolution is passed or a decision is taken shall be entitled to abstain or dissent therefrom, and upon his request, shall have his abstention or dissension and his reasons therefore set out in the minutes of that meeting.

12. Minutes shall be made, in books provided for the purpose, of all resolutions and proceedings at meetings, and any minutes, if signed by the Chairman or any person who has acted as Chairman of the meeting to which it relates, shall be receivable as evidence of the facts therein stated without further proof. **Minutes.**

13. The books containing proceedings of meetings of the Commission shall be kept at the office of the Secretariat and shall be open to inspection by the Commissioners during office hours, subject to any reasonable restrictions that the Commission may from time to time impose but so that not less than two hours in each day is allowed for inspection. **Books containing records of meetings.**

14. Every Commissioner shall be furnished with a copy of the minutes of any meeting not more than seven days after the holding of the meeting. **Commissioner entitled to copy of Minutes.**

15. Meetings of any Committee or sub-committee of the Commission shall *mutatis mutandis* be governed by the same rules regulating the meetings of the Commission. **Rules governing meetings of committees and sub-committees.**

16. (1) Sittings of the Commission shall be on such day and at such time and place as the Commission shall from time to time determine. **Sittings of the Commission.**

(2) At least fourteen days' notice shall be given of public sittings by publication in the local newspapers, the *Sierra Leone Gazette*, or other national news media.

(3) The procedure at any sitting shall, as far as applicable, be the same as for a meeting of the Commission.

### PART III—PROPOSALS FOR LAW REFORMS

Proposals for reform from the Public.

17. Any proposal for reform of the law from members of the public shall be in writing, or made orally to the Secretary who shall take down in writing, and may contain reasons for the recommended reform.

Written Proposal to be circularised.

18. A copy of any proposal received by the Secretary shall be sent to each Commissioner within seven days of the date of receipt.

19. Subject to the provisions of Sections 2 and 3 of the Act—

- (a) every Bill pursuant to any programme of the Commission shall be drawn up by a standing Committee of two Commissioners thereunto appointed, and presented to the Commission for approval; and
- (b) copies of every Bill so approved by the Commission shall be delivered to the Attorney-General and Minister of Justice.

Register, Record Book.

20. (1) The Secretary shall keep a register of attendance of the Commissioners at meetings and sittings respectively, and a record book containing the full names, occupation, addresses and telephone numbers of all Commissioners.

(2) The Secretary shall from time to time, make any necessary changes in the record book in order to maintain up-to-date information on each member of the Commission.

MADE this 3rd day of May, 1982.

Hon. Mr. Justice S. J. Forster, O.R.S.L., C.B.E.—*Chairman*

Hon. Mr. Justice C. O. E. Cole, O.R.S.L., C.M.G.

O.B.E.—*Member*

Hon. Mr. Justice S. Beccles Davies —*Member*

Prof. H. M. Joko-Smart —*Member*

Albert L. O. Metzger, Esq. —*Member*

Max A. Bailor, Esq., O.R. —*Member*

Mrs. A. G. M. Ben-Davies, O.R. —*Member*

In exercise of the powers conferred upon me by Section 7 of the Law Reform Commission Act, 1975 (Act No. 12 of 1975) I hereby give my approval for the making of these Rules.

F. M. MINAH,  
*Attorney-General and Minister of Justice.*

28th May. 1982