

**UGANDA SECONDARY
SCHOOLS SPORTS
ASSOCIATION
(USSSA)**



ELECTORAL GUIDELINES

2026 – 2030

INTRODUCTION:

These Electoral Guidelines will guide the Elections and by-elections of USSSA at District/City, Zonal and National level for the period 2026 – 2030.

GENERIC ELECTION GUIDELINES

- 1) Candidates for all positions must be professional and registered teachers with a secondary school teacher qualification
- 2) To contest, one must be a teacher in a Ministry of Education and Sports (MoES) recognized Secondary school located geographically within the area he / she intends to represent
- 3) For the position of Chairperson and Treasurer at the District/City and Zonal Executive, the candidate must be a substantive Headteacher in a MoES recognized secondary school or Director of a secondary school who must be a professional and registered teacher with a minimum of a degree in education (Graduate Teacher / Education Officer). The Headteachers in private schools must possess a minimum of a degree and 7 years teaching experience to qualify to contest.
- 4) For the position of Secretary and Assistant Secretary the candidates must be classroom teachers
- 5) The Candidates for the position of Secretary for Women must be female
- 6) The ASSHU representative must be an executive member of ASSHU at the same level or above (District, Zone/Region, National)
- 7) Delegates to the next level assembly will be voted for by the executive from among themselves on the day of their election
- 8) The candidate, nominator and seconder must be from different schools for the District Assembly, different districts for the Zonal Assembly and different zones for the National Assembly



- 9) Positions that do not attract candidates by closure of nomination will be filled on the floor on the day of election. Even then all the requirements for the positions must be fulfilled
- 10) Voting will be by secret ballot at all levels
- 11) One need not be a delegate to qualify to contest for a position at any level.
- 12) A candidate can be nominated and voted for in absentia.
- 13) The election road map to be circulated by Returning Officer
- 14) The 2022 nomination fees are to be maintained at all levels for 2026-2030 elections
- 15) Voting by proxy or by letter will not be allowed
- 16) Results will be by simple majority
- 17) No person or entity can nominate more than one person for the same position at the same level.
- 18) Persons in both government and private schools will be categorized under the area of the Government School. This applies to Directors who are on Governments payroll.
- 19) Only persons coming from paid up entities and registered on the USSSA online registration system are eligible to nominate, second, be voted and to vote
- 20) One can only be nominated for one position at a level. The only exception is where a position does not attract any candidates by closure of nomination
- 21) Elections for all positions will only be done during the USSSA organized elective assembly
- 22) Candidates must present evidence of documents and financial clearance before being declared nominated. This can even be called for after the declaration.



- 23) There will be a maximum of 2 delegates from each school for the district assembly, 5 delegates from each district to the zonal assembly and 5 delegates from each zone for national assembly.
- 24) The school from which the delegate comes to the District Assembly must have participated in USSSA Activities and registered on the USSSA Online registration system for the last 2 years (2025 – 2026)
- 25) Each delegate will have only 1 vote at all levels
- 26) The nominations to the Zonal and National Executive will be done by the newly Elected Executive 2026
- 27) All election related payments must be made on the specified USSSA account & mobile money number provided.
- 28) Only Districts and Zones with fully elected Executive are cleared to send delegates to the Zonal and National Assembly respectively.
- 29) All delegates to the Zonal and National Assemblies must be executive committee members of the District and zone respectively.
- 30) Nomination forms will be picked from the returning officer or downloaded from various USSSA online platforms.
- 31) In the event of a tie for No. 1, another round of voting will be done for the tying candidates
 - a. In a second round, the candidate with the highest number of votes will be elected.
 - b. In the second round, if the candidates still receive the same number of votes, there will be a third round.
 - c. In the third round, if the candidates receive the same number of votes the decision will be made by lot taken by the candidates and the result declared by the Electoral Committee publicly.
 - d. a ballot will be considered as invalid if it is marked in any other way other than as instructed or not marked.



32) Each delegate must tick only one candidate on the ballot except the case where they are clearly instructed to tick more than one name.

33) Important contacts

- a) Mr. Opio Joseph Okodeu, chairman electoral commission - 0772488023
- b) Mr. Barigye Richard, Member electoral Commission – 0772663430
- c) Mrs. Helen K. Wataba, Member Electoral Commission – 0772688287
- d) Mrs. Aguti Angella Ogwal Secretary Electoral Commission – 0701606257
- e) Mr. Mugisha Christopher Banage, CEO USSSA – 0772684214
- f) Ms. Asimwe Ronah, Accounts – 0774165108

Additional contacts

Kindly contact the following numbers in connection to your district and zonal elections

- a) Mr. Kavuma Stewart – Western Region - 0780758056
- b) Mr. Kawagga Ernest - Eastern Region - 0773732418
- c) Mr. Muhwezi Grace Brain – Central Region - 0777244242
- d) Ms. Nalweyiso Milly – Kampala Region - 0785509783
- e) Mr. Amany Daniel – Northern Region - 0771293745

34) Payments:

All candidates are advised to pay using Airtel money, except the case where it's not available.

a) AIRTEL MONEY

The airtel money account is in the names of Uganda Secondary Schools Sports Association

- i. Dial ***185*9#**
- ii. Fill in the merchant code **4366185**
- iii. Enter amount corresponding to the nomination fee of the position applied for.
- iv. Reference, fill in your Name as it appears in the academic documents, position applied for and district/zone.

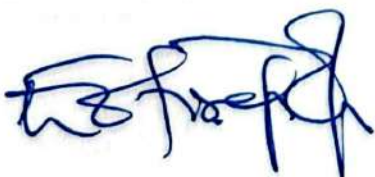
b) USSSA Account

1. **Account Title:** - Uganda Secondary Schools Sports Association (USSSA)
2. **Name of the Bank:** - Stanbic Bank (Kyambogo Branch)
3. **Account Number:** 9030024316415 References: Name of Candidate & Position

NB: - Pay Full Amount, Installment Payments Will Not Be Captured

35) Petitions

All petitions should be directed to the returning officer within 24 hours from the time of election and declaration



36) District and Zone Constituencies

CENTRAL REGION - MR. MUHWEZI GRACE BRAIN – CENTRAL REGION - 0777244242			
ZONE	DISTRICT/ CITY	ZONE	DISTRICT/ CITY
MPIGI	1. Gomba District	WAKISO	1. Nansana Zone
	2. Butambala		2. Naddangira
	3. Mubende Dlg		3. Masulita Zone
	4. Mpigi		4. Wampeewo
	5. Mityana		5. Bweyogerere
	6. Kasanda		6. Entebbe Zone
LUWEERO	1. Luweero District		7. Buloba Zone
	2. Kyankwanzi		8. Kitende Zone
	3. Nakaseke Dlg		9. Matugga Zone
	4. Kiboga		10. Nsangi Zone
	5. Nakasongola		11. Kasanje Zone
MUKONO	1. Mukono		12. Aggrey Zone
	2. Kayunga		13. Buloba Zone
	3. Buikwe		
	4. Buvuma District		
MASAKA	1. Kalangala	2. Masaka Dlg	3. Kyotera
	4. Bukomansimbi	5. Kalungu	6. Lwengo
	7. Masaka City	8. Sembabule	9. Lyantonde
	10. Rakai		
EASTERN REGION - MR. KAWAGGA ERINEST - EASTERN REGION - 0773732418			
ZONE	DISTRICT/ CITY	ZONE	DISTRICT/ CITY
TESO	1. Kalaki	BUGISU	1. Mbale City
	2. Soroti Dlg		2. Mbale
	3. Ngora Dlg		3. Sironko
	4. Amuria		4. Manafwa
	5. Katakwi		5. Bududa
	6. Kumi		6. Bulambuli
	7. Kaberamaido		7. Namisindwa
	8. Bukedea	BUKEDI	1. Butaleja
	9. Serere		2. Kibuku
	10. Kapelebyong		3. Budaka



	11. Soroti City		4. Busia	
SEBEI	1. Kween		5. Tororo	
	2. Kapchorwa Dlg		6. Pallisa	
	3. Bukwo District		7. Butebo	
BUSOGA	1. Kaliro District	2. Buyende	3. Bugweri	
	4. Mayuge Dlg	5. Namayingo	6. Jinja City	
	7. Jinja	8. Luuka	9. Kamuli	
	10. Iganga	11. Namutumba	12. Bugiri	
KAMPALA REGION - MS. NALWEYISO MILLY – KAMPALA REGION - 0785509783				
KAMPALA	1. Central	2. Makindye	3. Lubaga	
	4. Nakawa	5. Kawempe		
NORTHERN REGION - MR. AMANYA DANIEL – NORTHERN REGION - 0771293745				
ZONE	DISTRICT/ CITY	ZONE	DISTRICT/ CITY	
LANGO	1. Lira City	ACHOLI	1. Pader Dlg	
	2. Dokolo District		2. Agago	
	3. Kwania District		3. Gulu	
	4. Amolatar		4. Lamwo	
	5. Kole		5. Amuru	
	6. Oyam		6. Kitgum	
	7. Otuke		7. Nwoya	
	8. Alebtong		8. Omoro	
	9. Apac		9. Gulu City	
	10. Lira		1. Nabilatuk Dlg	
WEST NILE	1. Pakwach Dlg	KARAMOJA	2. Nakapiripirit Dlg	
	2. Maracha Dlg		3. Abim District	
	3. Arua Dlg		4. Moroto	
	4. Arua City		5. Kotido	
	5. Madi-Okollo		6. Amudat	
	6. Nebbi		7. Karenga	
	7. Moyo		8. Kaabong	
	8. Adjumani		9. Napak	
	9. Yumbe		10. Arua	
	12. Koboko		13. Zombo	
				11. Obongi
				14. Terego

[Handwritten signature]



ZONE	DISTRICT/ CITY	ZONE	DISTRICT/ CITY
ANKOLE	1. Kazo	RWENZORI	1. Kyenjojo District
	2. Mbarara City		2. Kabarole District
	3. Mitooma		3. Kitagwenda
	4. Ntungamo		4. Kamwenge Dlg
	5. Buhweju District		5. Kasese District
	6. Ibanda		6. Bundibudyo
	7. Kiriwura		7. Kyegegwa
	8. Mbarara		8. Ntoroko
	9. Isingiro		9. Bunyangabo
	10. Bushenyi		10. Fortportal City
	11. Rubirizi	KIGEZI	1. Kanungu District
	12. Rwampara		2. Kabale District
	13. Sheema		3. Kisoro District
BUNYORO	1. Kakumiro		4. Rukungiri
	2. Masindi		5. Rubanda
	3. Hoima Dlg		6. Rukiga
	4. Kikuube Dlg	5. Kakumiro	
	6. Kiryandongo	7. Buliisa	
	8. Hoima City	9. Kibaale	
	10. Kagadi		



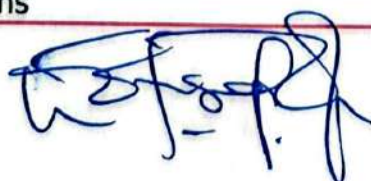
DISTRICT ELECTIONS

1.	Date of Election	20th July, 2026
2.	Venue	District Headquarters/to be specified by the returning officer
3.	Time	10:00am - 02:00pm
4.	ELECTORATE	<p>a) Each school will be represented by 2 delegates. (Head teacher & games teacher or their representatives)</p> <p>b) All delegates must be professional teachers (Teacher, Deputy Head teacher, Head teacher or Director of a Private secondary school).</p> <p>c) Candidates to district executive to be nominated by either a Headteacher or Games master.</p> <p>d) Each of the delegates is a voter.</p> <p>e) Each delegate is to carry identification and an introductory letter from the school</p> <p>f) The school represented must have been registered on the USSSA system and participated in USSSA activities of 2025 – 2026 calendar years</p>
5.	EXECUTIVE POSITIONS	<p>a) Chairperson</p> <p>b) Vice Chairperson</p> <p>c) Secretary</p> <p>d) Assistant Secretary</p> <p>e) Treasurer</p> <p>f) Organizing Secretary</p> <p>g) Secretary for Women</p> <p>h) Committee Members (3 Members)</p> <p>i) Ex official Association of Secondary School Headteachers of Uganda (ASSHU) representative (to be named by ASSHU District Executive)</p>

NB: The Position of Association of Secondary School Headteachers of Uganda (ASSHU) Representative (Ex-Official) to be filled when ASSHU District Executive Submits the Representative.

DISTRICT ELECTIONS

NO	ACTIVITY	DATE
1	Nomination of Candidates	3 RD – 16 TH July, 2026
2	Submission of Nomination Forms	3 RD – 16 TH July, 2026
3	Payment of Nomination fee	3 RD – 16 TH July, 2026
4	Display of Candidates Lists	18 TH July, 2026
5	Elections	20 TH July, 2026



RETURNING OFFICER Page 9 of 18
* 24 JUN 2025 *
USSSA

NB: The display will be on all USSSA Platforms, Office Notice Board, District & Zonal Notice Boards, Social Media Pages, and Website

QUALIFICATION:

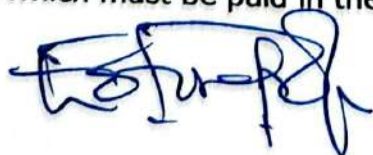
1. For all positions, the candidate must be:
 - a) A representative of a school in the district.
 - b) a professional secondary school teacher.
2. **Chairperson** must be either a substantive Headteacher of a registered Secondary School or a Director of a private Secondary School recognized by the Ministry of Education and Sports. Such a Director must have professional qualifications as a Secondary School Teacher at Education Officer Level/ Graduate level.
3. **Treasurer:** must be either a substantive Headteacher of a registered secondary school or a Director of a private secondary school recognized by the Ministry of Education and Sports. Such a Director must have professional qualifications as a Secondary School Teacher at Education Officer Level/ Graduate Level.
4. **Secretary, Assistant Secretary & Organizing Secretary:** Must be a registered and practicing Classroom Teacher.
5. **Secretary for Women:** must be a female

NOMINATION

- a) The nomination forms may be picked from the Returning Officer, or downloaded from the USSSA online platforms.
- b) The candidate, nominator and seconder must be coming from different schools
- c) All voters must be delegates but One can be a candidate even if he/she is not a delegate.
- d) Upon closure of nomination, if a position has not attracted any candidate, such a position will be filled by nomination on the floor on the Election Day. Such candidates must meet all the position requirements.
- e) Submission of Nomination form
 - i. Send a copy of the nomination form to:
 - i. District/City Polling Officer
 - ii. Secretariat Person In-Charge of The Region
 - iii. National Secretary
 - iv. National Returning Officer

NOMINATION FEE

Nomination Fees which must be paid in the Bank Account/Mobile Money as follows:



NO	POSITION	FEE
1	Chairperson	UGX 70,000
2	Vice Chairperson	UGX 50,000
3	Secretary	UGX 50,000
4	Assistant Secretary	UGX 50,000
5	Treasurer	UGX 50,000
6	Organizing Secretary	UGX 50,000
7	Secretary for Women	UGX 50,000
8	Committee Members	UGX 30,000

Payments: Refer to the account details provided at the end.

Delegates to the Zone. - The District Executive will elect/nominate 5 delegates to represent their district to the zonal Elective Assembly (voters at the Zonal Elective Assembly). The 5 delegates nominated on the day of the District elections should include: - Chairperson, secretary and at least one female)

ZONAL ELECTIONS

1	Date of Election	25 th July, 2026
2	Venue	To be specified by the returning officer
3	Time	10:00am - 02:00pm
4	ELECTORATE	<ul style="list-style-type: none"> i. Each district will be represented by a maximum of 5 voting delegates. ii. All delegates must be professional teachers (Teacher, Deputy Head teacher, Head teacher or Director of a Private school). iii. Each delegate is to carry identification. iv. All the delegates must be representatives of schools within districts with in the zone. v. Candidates to Zone executive to be nominated by either USSSA district Secretary or Chairperson vi. All the delegates must be executive members of a district within the zone vii. all voters must be delegates but One can be a candidate even if he/she is not a delegate. viii. All Voters should carry Identification Documents ix. Only delegates whose district election declaration returns are received in time and whose names appear on the list and representing paid up districts are eligible to vote.
5	EXECUTIVE	




- a) Chairperson
- b) Vice chair person
- c) Secretary
- d) Assistant secretary
- e) Treasurer
- f) Organizing Secretary
- g) Secretary for Women
- h) Committee Members (3 Members)
- i) One Coordinators for each of the various Sports Disciplines
- j) Ex official Association of Secondary School Headteachers of Uganda (ASSHU) representative (to be named by ASSHU Zonal Executive)

NB: the position of Association of Secondary School Headteachers of Uganda (ASSHU) Representative (ex-official) to be filled when ASSHU Regional executive submits the Representative

ZONAL ELECTIONS

NO	ACTIVITY	DATES
1	Nomination of Candidates	20 th – 23 rd July, 2026
2	Submission of Nomination Forms	20 th – 23 rd July, 2026
3	Payment of Nomination fee	20 th – 23 rd July, 2026
4	Display of Candidates Lists	24 th July, 2026
5	Elections of Candidates	25th July, 2026

NB: The display will be on all USSSA Platforms, Office Notice Board, District & Zonal Notice Boards, Social Media Pages, and Website

QUALIFICATION:

1. For all positions, the candidate must be:
 - a. A representative of a school in the district within the zone.
 - b. a professional secondary school teacher
2. **Chairperson:** must be either a substantive Headteacher of a registered Secondary School or a Director of a private Secondary School recognized by the Ministry of Education and Sports. Such a Director must have professional qualifications as a Secondary School Teacher at Education



Officer Level/ Graduate Level.

3. **Treasurer:** must be either a substantive Headteacher of a registered secondary school or a Director of a private secondary school recognized by Ministry of Education and Sports. Such a Director must have professional qualifications as a Secondary School Teacher at Education Officer Level/ Graduate Level.
4. **Secretary and Assistant Secretary:** Must be a registered and practicing Classroom Teacher.
5. **Secretary for Women:** must be a female

NOMINATION

- i. The nomination forms may be picked from the Returning Officer, or downloaded from the various USSSA online platforms.
- ii. The candidate, nominator and seconder must be coming from different Districts
- iii. The nomination form must be signed by the Chairperson or Secretary of the nominating and seconding districts
- iv. Only persons coming from paid up districts are eligible for nomination and to vote
- v. Upon closure of nomination, if a position has not attracted any candidate, such a position will be filled by nomination on the Election Day
- vi. Nomination and secondment for zonal candidate must only be done by districts within the Zone.
- vii. Submission of Nomination form
 - a. Send a copy of the nomination form to:
 - i. Zonal Polling Officer
 - ii. Secretariat Person In-Charge of the Region
 - iii. National Secretary to the Electoral Commission.
 - iv. National Returning Officer

NOMINATION FEE

- b) Nomination Fees which must be paid in the Bank Account/Mobile Money as follows:



N	POSITION	FEE
1	Chairperson	UGX 200,000
2	Vice Chairperson	UGX 100,000
3	Treasurer	UGX 100,000
4	Secretary	UGX 70,000
5	Assistant Secretary	UGX 70,000
7	Organizing Secretary	UGX 70,000
8	Secretary for Women	UGX 70,000
9	Committee members	UGX 50,000

Payments: Refer to the account details provided at the end.

Delegates to the National Assembly.

The Zonal Executive will elect/nominate 5 delegates to represent their Zone to the National Elective Assembly (Voters at the National Elective Assembly). The 5 delegates nominated should include: - the chairperson, secretary and at least 1 female.

NATIONAL ELECTIONS

1	Date of Election	1 st August, 2026
2	Venue	GNS Plaza, Old Kampala
3	Time	10:00am - 02:00pm
4	EXECUTIVE	
		a) President b) 1 st Vice President c) 2 nd Vice President d) 3 rd Vice President e) Secretary for Women f) Regional Representative




REGION	DELEGATES	ZONES COVERED
i. Buganda	(3) At least one female	Districts of Mukono, Luwero, Wakiso, Mpigi & Masaka
ii. Eastern	(3) At least one female	Districts of Teso, Sebei, Bugisu, Bukedi & Busoga
iii. Northern	(3) At least one female	Districts of West Nile, Acholi, Lango and Karamoja
iv. Kampala	(2) At least one female	Five Divisions of Kampala (Nakawa, Rubaga, Makindye, Central and Kawempe)
v. Western	(3) At least one female	Districts of Kigezi, Ankole, Rwenzori and Bunyoro

NATIONAL NOMINATIONS

NO	ACTIVITY	DATES
1	Nomination of Candidates	25 th – 29 th July, 2026
2	Submission of Nomination Forms	25 th – 29 th July, 2026
3	Payment of Nomination fee	25 th – 29 th July, 2026
4	Display of Candidates Lists	30 th July, 2026
5	Elections	1 st August, 2026

NB: The display will be on all USSSA Platforms, Office Notice Board, District & Zonal Notice Boards, Social Media Pages, and Website

QUALIFICATION:

a) President

- i. Must be a substantive Head teacher of a recognized Government Secondary School or a Director of a private Secondary School recognized by the Ministry of Education and Sports who holds professional qualifications of a secondary school teacher at Educational Officer Level/ Graduate Level.
- ii. Must have served in an elective position on USSSA National Executive Committee for at least one full elective term or served as a Member of ASSHU National Standing Committee for at least 1 elective term.



b) 1st Vice President

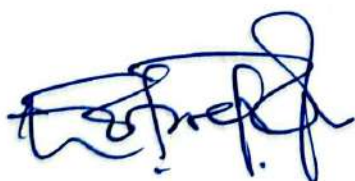
- i. Must be a substantive Head teacher of a recognized Government Secondary School or a Director of a private Secondary School recognized by the Ministry of Education and Sports who holds professional qualifications of a secondary school teacher at Educational Officer Level/ Graduate Level.
- ii. Must have served on in an elective position on USSSA National Executive Committee for at least one full elective term or served as a Member of ASSHU National Standing Committee for at least 1 elective term
- iii. For affirmative action if the president is from a government school the 1st vice president must be from a private school and vice versa

c) 2nd Vice President

- i. Must be a substantive Head teacher of a recognized Government Secondary School or a Director of a private Secondary School recognized by the Ministry of Education and Sports who holds professional qualifications of a secondary school teacher at Educational Officer Level/ Graduate Level.
- ii. Must have served in an elective position on USSSA National Executive Committee for at least one full elective term or served as a Member of ASSHU National Standing Committee for at least 1 elective term

d) 3rd Vice President

- i. Must have served on the National Executive Committee for at least one term or must have served as Chairperson of a Zonal Association for at least one term.
- ii. Must have served in an elective position on USSSA National Executive Committee for at least one full elective term or served as a Member of ASSHU National Executive Committee for at least 1 elective term or served as chairperson or secretary of a USSSA Zonal Association for at least 1 elective term.
- iii. For affirmative action, if the Holders of the above 3 positions are of the same gender, then the 3rd Vice President will be of the opposite gender.



e) Secretary for Women Affairs

- i. Must be a female
- ii. Must have been on USSSA National Executive Committee for at least one elective term.

f) Regional representatives:

- i. Must be from a school within that region

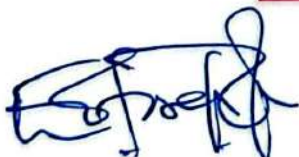
NOMINATION

- i. The nomination forms may be picked from the Returning Officer, or down loaded from the various USSSA online platforms.
- ii. The candidate, nominator and seconder must be coming from different Zones
- iii. The nomination form must be signed by the Chairperson or Secretary of the nominating and seconding Zones
- iv. Only persons coming from paid up Zones are eligible for nomination and voting
- v. One need not be a delegate to be nominated for any of the positions at national level, but must possess the requirements for the position.
- vi. Upon closure of nomination, if a position does not attract any candidate, such a position will be filled by nomination on the Election Day
- vii. Nomination and secondment of National Executive must only be done by zonal Chairpersons or Secretaries.
- viii. Submission of Nomination form
 - a. Send a copy of the nomination form to:
 - i. National Secretary to the Electoral Commission
 - ii. National Returning Officer

NOMINATION FEE

- a) Nomination Fees which must be paid in the Bank Account/Mobile Money as follows:

N	POSITION	FEE
1	President	UGX 1,000,000
2	Vice Presidents	UGX 700,000
3	Secretary for Women	UGX 500,000



RETURNING OFFICER
* 24 JUN 2026 *
USSSA

Payments: Refer to the account details provided at the end.

VOTERS:

Please take note of the following

- a) Each Zone (paid up) Zone shall be represented by a maximum of 5 voting delegates; the delegates shall include the Zonal Chairperson, zonal Secretary and at least one female.
- b) Only delegates present and entitled to vote shall vote.
- c) The USSSA Outgoing National Executive committee members will be voting delegates
- d) All Voters must carry identification documents
- e) Only delegates whose Zonal election declaration returns are received in time, whose names appear on the list and representing a paid up zone, are eligible to vote.

MODE OF SUBMISSION

1. Send scanned copy (s) of the nomination form(s) to:-

- a) The District/City Polling officer
- b) Returning Officer : ussaelections@gmail.com

2. Hand delivery to the Returning Officer

NOTE: you may use Whatsapp to back up No. 1 and No. 2

The Submission Must have the Following: -

- a) Nomination form
- b) Copy of National Identity Card
- c) Evidence of Qualification
- d) Evidence of Payment


Opio Joseph Ekodeu (Mr.)
Returning Officer

