

## LEGISLATIVE DRAFTING COURSE 2023

### COURSE OUTLINE

#### **Topic 1 – INTRODUCTION**

3 Parts – Legislative Drafting Profession

- Sources, Categories and initiators of Legislation
- Legislative Authority

#### **TOPIC 2 – LANGUAGE OF LEGISLATION**

3 Parts – Use of words in Legislation and Principles of Legislative Language

- Terminology in Bills and Statutory Instruments
- Highlights of Words and their meanings in Legislation
- Punctuation
- Modifiers
- Gender- Neutral Drafting

#### **Topic 3 – ARRANGEMENT OF BILLS AND PARTS OF BILLS**

Memorandum, Preamble, Preliminary parts, Administrative and Substantive Parts, Regulatory Parts, Penal Provisions, Financial Provisions, Final Provisions Including Schedules.

#### **Topic 4 – LEGISLATION FROM INTERNATIONAL TREATIES, CONVENTIONS, PROTOCOLS AND DECLARATIONS**

#### **Topic 5 – AMENDMENTS TO BILLS**

#### **Topic 6 – SUBSIDIARY LEGISLATION**

#### **Topic 7 – General and Miscellaneous matters of Legislation**