

Molly Rwigamba: Private Sector & Legal Expert
Tel: + (250) 0788307014
Email: rwigambam@yahoo.com; mrwigamba@rrassociateslaw.com
P.O. Box 1104 Kigali, Rwanda

SUMMARY

Private Sector development Specialist;
Legal Expert/Legal Counsel;
Organizational leadership;
Policy analyst;
Capacity Building,

Key Qualifications

Ms Molly Rwigamba is a legal and Private Sector Expert with 20 years experience. She has interfaced with Government Officials in Rwanda on key policy issues affecting Private Sector Development as well as advocated policy and legislative reform to create a more conducive environment for the Private Sector. Ms Molly Rwigamba was the Ag CEO of the Private Sector Federation in Rwanda and is currently partner and consultant at RR Associates & Co Advocates, where she has worked on a number of projects as legal advisor and counsel, performing diagnostic studies, capacity needs assessment, regulatory impact assessments, developing and implementing advocacy strategies and promoting policy dialogue that addresses cross cutting concerns of the Private Sector. She also has experience in coordinating capacity building programs including the coordination of business development centers for SMEs, training programs in business management and relevant business laws such as commercial law and international comparative law.

She sat on a number of Government Boards representing the Private Sector; she was the Vice-chair of the Capital Markets Authority; board member of Work Force Development Authority, National labor Council, Education Endowment Fund. She used to be a board member of the Student Financing Agency of Rwanda, Board of Kenya Commercial Bank and Msingi East Africa.

She is currently the Vice Chairperson of Rwanda Management Institute and also sits on the Board of Britam Rwanda (An insurance Company). She also chairs the Labor and Employment Committee of the East African Law Society.

She worked for several government departments before joining the Private Sector Federation and later the Private Sector: She worked as head of the Legal Department in the Rwanda Environment Management Authority and she worked as a programs officer in the Ministry of Finance for bilateral funded projects where she was in charge of the portfolio performance of bilateral funded projects.

II. EDUCATIONAL BACKGROUND

Type of Education	Period	Name and Location of Institution	Qualification
University	2001(June) - 2002 (June)	Uppsala University - Sweden	Master of International and comparative Law
University	1995-1998	National University of Rwanda	Bachelor's Degree in Law

III. PROFESSIONAL SHORT COURSES:

- Monitoring and Evaluation in Development certificate: **University of Sussex - UK.**
- Corporate governance: Certificate awarded by the **Centre of Corporate Governance and Strathmore - Kenya**
- **Project Design and Project Management: International Labour Organization Training Center - Turin/ Italy**
- Public Investment Management Certificate: **SETYM International**
- Micro-Economics of Competitiveness Certificate : **Harvard Business School Professors**

III. WORKING EXPERIENCE

January 2011 to date: Consultancy and Legal Work

I have worked on several projects as a consultant work but I will highlight a few relevant ones

- Team Leader in reviewing and drafting the current Investment Code and its implementing Regulations
- Team leader in reviewing and drafting the current Labour and Employment Law
- Part of the team that developed Capital Market related Regulations
- Sub contracted by Maxwell Stamp (UK based consulting firm) as the legal expert on the Government of Rwanda Assignment of developing a strategy to Make Rwanda a Financial Hub.
- Sub contracted by CIDT as a Legal advisor and Private Sector expert for the design and development of an Environmental Fund in Rwanda

- Capacity needs assessment for Private sector players (cooperatives, Agriculture chamber, Confederation of Cooperatives) in the food security value chain and to develop a project for capacity building to achieve food security – contracted by the Netherlands embassy.
- Legal transaction advisor for the Bank of Kigali Initial Public Offer (IPO)
- Contracted by UNIDO to supervise the Investor perception survey in Rwanda
- Contracted by GIZ and MINICOM to conduct a regulatory impact assessment for policies and Laws that affect the Private Sector;
- Contracted by UNFPA to develop the Youth Policy for the Ministry of Youth focusing on employment and productivity
- Subcontracted consultant for CHEMONICS (US based consulting firm) to conduct a preliminary situational analysis of land issues in Rwanda.
- Lead Consultant on the development of a policy framework for the management of consultancy Services in Rwanda – contracted by the Ministry of Public Service and Labour;
- Hired by Ministry of Youth to develop a National Volunteerism policy
- Provide legal advice to several Small and Medium enterprises on liquidations issues, taxation, land issues etc
- Handle litigation for a number of cases: commercial cases (property, labor, land, insurance, banking, etc)
- Hired by Ministry of Youth to develop a National Volunteerism policy

February 2010 – To December, 2010: Chief Executive Officer (ag)

Institution: Private Sector Federation

- Board Administration and Support: Support operations and administration of the Board by advising and informing Board members as well as interfacing between the Board and staff;
- Provide strategic leadership in the implementation of the PSF strategic plan and annual work plans including monitoring operational and financial results against plans and budgets;
- Develop and implement advocacy strategies and promote policy dialogue that address cross-cutting concerns of the private sector;
- Review and evaluate organizational effectiveness, goal determination, and strategic planning and make recommendations for improvement;
- Represent PSF's interests on key legislative issues, task forces, committees, etc
- Oversee the design, marketing, promotion and delivery of quality programs and services for members;
- Develop operating and financial expenditure budgets for presentation to, and approval by the Board of Directors;
- Effectively manage the human resources of the organization according to authorized personnel policies and procedures that fully conform to current laws and regulations. Supervise personnel including: hiring, determining workload

and delegating assignments, training, monitoring and evaluating performance, and initiating corrective or disciplinary actions;

- Ensures that the organization and its mission, programs and services are consistently presented in a strong positive image to relevant stakeholders;
- Oversee fundraising plans and implementation including identifying resource requirements, establishing strategies to approach funders, submit proposals and administer fundraising records and documentation;

November 2007, - February, 2010: Director for Capacity Building & Business Development Department

Institution: Private Sector Federation

Main Duties:

- Develop and implement a comprehensive capacity building strategy, activities, functions and budget in support of the overall PSF strategic plan
- Coordinate a 7Million USD Capacity Building Project for the Private Sector;
- Developed project proposals and mobilized resources for Technical and Vocational Training Project worth 4.2 Million Euros for the Private Sector Federation
- Identify, mobilize necessary technical and financial resources to develop, implement and deliver capacity building activities to meet identified needs;
- Strengthen the capacities of PSF to interface more effectively in the institutionalized policy processes related to private sector development in Rwanda;

September, 2005 - November, 2007: Head of Legal Unit/ Project Coordinator - Environmental Protection Capacity Building Project

Institution: Rwanda Environment Management Authority

Main achievements:

- Developed Rwanda Environmental Management legislation
- Reviewed laws to ensure they tackle environmental concerns and recommendations were provided
- Represented Rwanda in the development and amendment of International Environmental treaties and protocols.
- Provided advice on bills to ensure environmental issues were addressed
- Taking responsibility for all legal proceedings of the authority
- Provided recommendations aimed at upgrading sectoral policies in line with environmental policy
- Managed the capacity building project for environmental protection.
- Prepared capacity building programmes on environmental law especially for the Justice Sector and other Law enforcement officers
- Provided advice on all legal issues for the authority

- Preparing contracts and agreements for the Authority
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July (2002) - July, 2007: Programme Officer - Bilateral Donor funded Projects (U.S.A.I.D, D.F.I.D, Japan, Netherlands, Sweden, Switzerland, China)

Institution: Central Public Investments and External Finance Bureau (Ministry of Finance)

Main duties:

- Preparation of portfolio review documents for Programmes and projects funded by bilateral donors.
- Periodic reports on the portfolio performance of Projects and Programmes funded by bilateral donors
- Monitoring of projects and programs funded by bilateral donors. (This monitoring was aimed at analysing the outputs and the cost effectiveness of the funds allocated to the project/programme).
- Networking and up holding good partnership with bilateral donors by organising meetings and discussing on the performance of different projects with bilateral donors.
- Analyse government ministries' project proposals and sifting the appropriate proposals and forwarding them to the relevant donors and also verify if their respective out put comply with the millennium Development Goals.

1999 - 2001 (June): Legal Advisor

Institution: National Insurance Company of Rwanda

Main Duties:

- Negotiated insurance transactions
- Negotiated cases out of court with clients
- Prepared modalities for compensation of victims of the people insured in the Company
- Provided legal advise to the company

V. Other Skills

- Computer literate (Ms Word, Ms Excel, Ms Powerpoint)
- Research and analytical Skills
- Good Communication Skills

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