

COURSE INFORMATION

INTRODUCTION TO INTERNATIONAL ARBITRATION

18 September 2017, Singapore



CI Arb
evolving to resolve

Singapore Branch

What is the aim of the course?

To provide an understanding of the general principles of international (i.e. non-domestic) arbitration and its relationship to other dispute resolution processes. The course will provide candidates with an introduction to the legal framework of, and good practice and procedure in, international arbitration in their jurisdiction.



6 Public CPD Points

Practice Area:
Alternative Dispute Resolution
Training Level:
General

What are the learning outcomes?

On successful completion of this course candidates will be able to:

- ♦ Understand the background to international arbitration;
- ♦ Describe the process and procedure of international arbitration;
- ♦ Understand international arbitration in the context of other forms of dispute resolution.

What is covered within the syllabus?

- ♦ Comparison of dispute resolution procedures;
- ♦ Fundamental principles of the international arbitration process;
- ♦ The UNCITRAL Model Law and Arbitration Rules;
- ♦ Arbitration rules: time-limited, institutional, industry standards, industry schemes and *ad hoc* agreements;
- ♦ Arbitration procedures: documents only and oral hearings;
- ♦ The legal framework: the importance of the seat, the New York Convention, procedural laws, and procedural rules;
- ♦ The arbitration agreement;
- ♦ Commencement of the arbitration;
- ♦ An arbitrator's jurisdiction and powers;
- ♦ The arbitration process: obligations of the tribunal, responsibilities and obligations of the parties;
- ♦ Managing the arbitration process: communications, preliminary meeting, interlocutory matters, dealing with factual and opinion evidence and disclosure of documents including introduction to the IBA Guidelines;
- ♦ Presenting the claim and the defence: alternative methods;
- ♦ Procedure at a typical hearing, including contrasting common and civil law jurisdictions;
- ♦ Costs and interest: alternative approaches in different jurisdictions;
- ♦ Essentials of an enforceable award.

How is the course delivered?

The course is delivered over 1 day. The day starts at 9.15am to 5.00pm.

How will I be assessed?

Assessment consists of one assignment that is distributed to candidates on the day of the course. Candidates will be given 28 days to complete and submit the assignment. The result is a pass or fail based on understanding and knowledge. Results are dispatched to candidates normally eight to twelve weeks from the date of the submission of the assignment.

To register for a course or for more information, please contact the Secretariat, CI Arb (Singapore) Branch
c/o 1003 Bukit Merah Central, #02-10 Inno. Centre, Singapore 159836

T: +65 6377 6637 / +65 6377 6617 F: +65 6278 7518 E: secretariat@ciarb.org.sg W: www.ciarb.org.sg

What are the entry requirements?

There are no entry requirements. The course is intended for candidates who:

- ♦ are new to the field of international arbitration;
- ♦ wish to learn more about international arbitration and its benefits to users;
- ♦ wish to become an Associate member of CI Arb.

English Language Competence - CI Arb training and assessment is carried out in English it is therefore essential that candidates are proficient in both written and spoken English. Where English is not a candidate's first language it is recommended that they have achieved a standard that is, as a minimum, equivalent to the International English Language Testing System (IELTS) level 7 or a score of 94-101 in the Test of English as a Foreign Language (TOEFL) system. CI Arb issues this advice as a guideline and, while it will not require any evidence of this standard prior to enrolment on a course, candidates who do not have this standard of English may be disadvantaged.

What is the course fee and what does it include?

The standard course fee is S\$900 nett, S\$500 for full time students and S\$720 nett extended to members of the following organisations:

1. Association of Certified Fraud Examiners (ACFE)
2. Australian Institute of Quantity Surveyors (AIQS)
3. Chartered Institute of Building (CIOB)
4. Insolvency Practitioners Association of Singapore (IPAS)
5. Institute of Singapore Chartered Accountants (ISCA)
6. Institution of Civil Engineers (ICE)
7. The Institution of Engineers, Singapore (IES)
8. Licensing Executives Society (Singapore) (LES)
9. Law Society of Singapore (LSS)
10. Lighthouse Club Singapore
11. Singapore Contractors Association (SCAL)
12. Singapore Corporate Counsel Association (SCCA)
13. Singapore Institute of Arbitrators (SI Arb)
14. Singapore Institute of Architects (SIA)
15. Singapore Institute of Surveyors and Valuers (SISV)
16. Society of Construction Law Singapore (SCL)
17. Tunnelling and Underground Construction Society (Singapore) (TUCSS)

The fee includes registration on the course, the first attempt at the assignment, study materials, lunch and refreshments throughout the day.

What happens when I register for the course?

Upon successful registration on the course, candidates will receive confirmation they are booked on the course. Joining instructions and course materials will be sent to candidates approximately 2 weeks before the course start date by email. Candidates will be provided with an electronic copy of a Workbook to assist them with their studies together with a suggested reading list.

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What is CI Arb's policy on cancellation of courses?

CI Arb reserves the right to cancel or change the date, venue or content of programmes and the names of speakers, lecturers and tutors. Candidates will be provided with adequate notice of any change. If CI Arb has to cancel a course, candidates will be provided with a full refund or the opportunity to transfer their registration to the next course.

Should a candidate wish to cancel his or her registration of a course, notification must be received in writing to secretariat@ciarb.org.sg at least two weeks before the date the course is due to commence. If a candidate fails to give such notice, the CI Arb may apply a cancellation charge of 50% of the course fee or such other amount as it may in its sole discretion determine.

What is the Attendance Policy?

Participants who wish to claim CPD Points are reminded that they must comply strictly with the Attendance Policy set out in the CPD Guidelines. This includes signing in on arrival and signing out at the conclusion of the activity in the manner required by the organiser, and not being absent from the entire activity for more than 15 minutes. Participants who do not comply with the Attendance Policy will not be able to obtain CPD Points for attending the activity. Please refer to <http://www.sileCPDcentre.sg> for more information.

What is my next step when I complete the course?

On successful completion of this course, candidates:

- ♦ may be eligible to claim CPD points
- ♦ will be awarded an Introductory Certificate
- ♦ may progress onto Module 1 of the International Arbitration Pathway
- ♦ will be eligible to apply for Associate grade of CI Arb, and take advantage of a range of educational and professional benefits