



FELLOWSHIP ASSESSMENT COURSE (FAC)

19 & 20 October 2017, Thursday & Friday, 9.00am to 5.30pm

(Module 1)

27 October 2017, Friday, 8.30am to 5.30pm

(Modules 2, 3 and 4)

28 October 2017, Saturday, 9.00am to 5.30pm

(Modules 5 and 6)

30 October 2017, Monday, 8.30am to 5.30pm

(Written Assessment)

M Hotel, 81 Anson Road, Singapore 079908

The Singapore Institute of Arbitrators (SI Arb) is pleased to announce that the annual Fellowship Assessment Course is now open for registrations. Candidates who pass the Course may, subject to satisfying other relevant criteria, qualify for admission as a Fellow of the Singapore Institute of Arbitrators.

SYNOPSIS OF THE COURSE

The Fellowship Assessment Course (FAC) consists of a programme running through two full days (27 and 28 October 2017) which covers Modules 2, 3, 4, 5 & 6 with topics such as: institution arbitration and ad-hoc arbitration, arbitration agreement, appointment of arbitrator, the UNCITRAL model law, roles of tribunal and parties, procedures for arbitration, drafting of directions, hearing, procedures for arbitration and drafting of Award.

Non-legally trained candidates are required to attend Module 1 (19 & 20 October 2017) which covers topics related to Laws of Contract, Tort and Evidence. Lawyers are exempted from attending Module 1.

AWARD WRITING EXAMINATION

The Award Writing examination, scheduled for 30 October 2017, is open to all candidates. To complete the Fellowship Assessment Course successfully, candidates are also required to achieve 100% attendance and pass assessments for Modules 1, 2, 3, 4, 5 and 6. This is an Open Book Examination and candidates may bring into the examination hall any books or documents deemed relevant.

Successful completion of the course modules and the Award Writing Examination will be deemed to be equivalent of passing the corresponding requirements for Fellowship of SI Arb provided that candidates are aged at least 35 years old at the time of application for Fellowship.



Practice Area: **Alternative Dispute Resolution**

Training Level: **Advanced**

Public CPD Points: **Day 3: 6 Public CPD Points**
Day 4: 5.5 Public CPD Points

BOA – SIA: 6 CPD Units

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COURSE PROGRAMME

Module 1

Day 1, 19 October 2017

0900 – 0930 hours	Registration
0930 – 1030 hours	Module 1: Introduction to Law
1030 – 1100 hours	Coffee Break
1100 – 1300 hours	Contract Law
1300 – 1400 hours	Lunch
1400 – 1600 hours	The Law of Tort
1600 – 1630 hours	Coffee Break
1630 – 1730 hours	Round up / discussion

Day 2, 20 October 2017

0930 – 1100 hours	Arbitration, Evidence and Procedure (Part 1)
1100 – 1130 hours	Coffee Break
1130 – 1300 hours	Arbitration, Evidence and Procedure (Part 2)
1300 – 1400 hours	Lunch
1400 – 1530 hours	Revision and Preparation for Written Assessment
1530 – 1545 hours	Reading of Materials and Questions
1545 – 1715 hours	Written Assessment

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Module 2 - 6

Day 3, 27 October 2017

0830 – 0900 hours	Registration
0900 – 1000 hours	Module 2 - Overview of Arbitration <ul style="list-style-type: none">• What is Arbitration?• The Arbitral regime in Singapore• The UNCITRAL Model Law• Fundamental concepts/principles of Modern Arbitration Law
1000 – 1030 hours	Coffee Break
1030 – 1130 hours	Module 3 – The Arbitration Agreement, Commencement and Constituting the Tribunal <ul style="list-style-type: none">• The Agreement to arbitrate• Composition of the tribunal, qualifications and other requirements of the tribunal• Constituting the tribunal• Rights and duties of the tribunal• Challenges
1130 – 1300 hours	Practice Session 1
1300 – 1430 hours	Lunch
1430 – 1530 hours	Module 4 – Arbitration Procedure <ul style="list-style-type: none">• Institutional and ad hoc arbitration• Arbitration rules• Terms of reference• Statements of Case and Defence and other procedural formalities• Procedural meetings and directions
1530 – 1600 hours	Coffee Break
1600 – 1730 hours	Practice Session 2

Day 4, 28 October 2017

0900 – 0930 hours	Registration
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0930 – 1030 hours	Module 5 – The reference/substantive hearing <ul style="list-style-type: none"> • Witnesses and witness statements • Evidential hearing, sequence of oral testimony • Expert testimony, witness conferencing • Documentary and real evidence • Evidence, proof and what will lead you to the Award
1030 – 1100 hours	Coffee Break
1100 – 1300 hours	Practice Session 3
1300 – 1430 hours	Lunch
1430 – 1530 hours	Module 6 – The Award, its recognition and enforcement <ul style="list-style-type: none"> • Elements of an Arbitral Award • Specimen forms of an arbitral award • Recognition and enforcement under the UNCITRAL regime
1530 – 1600 hours	Coffee Break
1600 – 1730 hours	Practice Session 4

Day 5, 30 October 2017

0830 – 0900 hours	Registration
0900 – 1015 hours	Briefing on the materials for the Award Writing
1015 – 1030 hours	Coffee Break
1030 – 1200 hours	Preparation for Award Writing
1200 – 1330 hours	Lunch
1330 – 1400 hours	Final Preparation for Award Writing (Logistical arrangements)
1400 – 1700 hours	Award Writing
1700 – 1730 hours	Post Award Writing Administration

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ADMISSION CRITERIA

Admission to the Fellowship Assessment Course is open to:

1. Lawyers with at least 10 years involvement in litigation/dispute resolution; or who have been active arbitrators, and can provide documentary evidence of such experience; OR
2. Non-lawyers who have at least 10 years of involvement in dispute resolution or who have been active arbitrators, and who can provide documentary evidence of such experience; OR
3. Those who have completed the International Entry Course of the Singapore Institute of Arbitrators or similar course run by a recognised institute.

Important Notes

1. Acceptance or rejection of an application is at discretion of the Council of the Institute.
2. Closing date is **5 October 2017**. Placement is on a first-come-first-served basis.
3. Registrations received on or before the closing date are confirmed upon **RECEIPT OF FULL PAYMENT**.
4. The Organiser reserves the right to cancel, curtail or change the content of programmes and the names of facilitators without prior notice in the interests of improvements to the Course.
5. The Organiser is committed to staging a successful programme. However, we reserve the right to cancel or postpone the programme in which case refunds will be given, but otherwise, no refunds will be made for cancellations or no-shows by those who registered.
6. The Organiser reserves the right to change the venue or amend any of the other details published.
7. By completing this form, you fully consent to the collection, use and disclosure of your personal data as appears in any form, document or electronic template, by SI Arb.

SILE Attendance Polic

Participants who wish to claim CPD Points must comply strictly with the Attendance Policy set out in the CPD Guidelines. Participants are reminded to sign in on arrival and sign out at the conclusion of each day of the event in the manner required by the organiser. Participants must not be absent for each day of the event for more than 15 minutes. Participants who attend Day 3 and comply strictly with the Attendance Policy on that day may claim Public CPD Points. Participants who attend Day 4 and comply strictly with the Attendance Policy on that day may claim 5.5 Public CPD Points. Participants who do not comply with the Attendance Policy will not be able to obtain CPD Points. Please refer to www.sileCPDcentre.sg for more information.

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REGISTRATION DETAILS			
*Prof/Mr/Mrs/Miss/Mdm (pls delete appropriately)	Full name: (Pls underline surname.)	Date of Birth: *Gender: Male / Female (pls delete appropriately)	
Organisation Name:		Designation: Primary Profession:	
<input type="checkbox"/> Member of SI Arb (Membership No.: _____)		SILE CPD Points Required: Yes / No* (pls delete appropriately)	
<input type="checkbox"/> Member of other professional organizations: _____ (pls indicate)		AAS No.:	
Preferred Correspondence Address:			Preferred Contact No.:
Email: (A valid email address is required for confirmation of registration.)		Special dietary restrictions, if any:	
I meet the following entry criteria: <input type="checkbox"/> Lawyer with at least 10 years involvement in litigation/dispute resolution; or who have been active arbitrators, and can provide documentary evidence of such experience [please submit supporting evidence with your registration form]; OR <input type="checkbox"/> Non-lawyer who has at least 10 years of involvement in dispute resolution or who have been active arbitrators, and who can provide documentary evidence of such experience [please submit supporting evidence with your registration form]; OR <input type="checkbox"/> I have successfully completed the International Entry Course of the Singapore Institute of Arbitrators or similar course run by a recognised institute [please submit supporting evidence with your registration form].			
REGISTRATION FEE			
<i>Please select below as appropriate.</i>			
Pls Tick	Member or Associate Member of SI Arb	Pls Tick	Non-Member
	\$3,150 (All Modules (Incl Award Writing Exam))		\$3,500 (All Modules (Incl Award Writing Exam))
	\$2,520 (Modules 2,3,4,5 & 6 (Incl Award Writing Exam))		\$2,800 (Modules 2,3,4,5 & 6 (Incl Award Writing Exam))
	\$630 (Module 1: Contract/Tort/Evidence)		\$700 (Module 1: Contract/Tort/Evidence)
	\$540 (Award Writing Exam)		\$600 (Award Writing Exam)
PAYMENT METHODS			
Please select one of the following payment methods:			
<input type="checkbox"/> Cheque/Bank Draft: Enclosed is a Cheque/Bank Draft made payable to "Singapore Institute of Arbitrators" for the amount of S\$_____ (Bank: _____/Cheque/Draft No.: _____)			
<input type="checkbox"/> Credit Card: Please visit https://siarb.org.sg/index.php?option=com_content&view=article&id=193 . Go under Payment for Other Events. Enter "FAC 2017" as name of event, your full name, and the amount payable as above. Click "Update" and enter your credit card details			
<input type="checkbox"/> By Telegraphic Transfer Account Name: Singapore Institute of Arbitrators Account No.: 208-308-736-8 SWIFT Code: UOVBSGSG Bank: United Overseas Bank Limited, 148 Upper Bukit Timah Road UOB Centre, Singapore 588178 Please email us at secretariat@siarb.org.sg after the T/T has been done for our follow-up with the bank. Payment must be received nett after deduction of all bank charges.			