



## INTERNATIONAL ENTRY COURSE (IEC)

26 & 27 April 2019 Friday & Saturday, 9am to 5.30pm

(Modules 1, 2, 3 and 4)

29 April 2019, Monday, 10am to 4.30pm

(Written Assessment)

M Hotel Singapore, 81 Anson Road, Singapore 079908

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

### SYNOPSIS OF THE COURSE

The International Entry Course consists of 4 Modules conducted over two full days (26 & 27 April 2019). Each Module covers a particular segment of arbitration law and practice. Module 1 gives an overview of arbitration and introduces key concepts, rules and legislation. Module 2 covers the commencement of arbitration, and issues concerning constitution, jurisdiction and powers of the tribunal. Module 3 goes into the arbitration procedure, from statements to the substantive hearing. Module 4 discusses the award, and the steps that may be taken to challenge or enforce the award.

A candidate may apply to sit for only some of the Modules. Successful completion of all the course modules (with 100% attendance) and assessments will lead to qualification for membership as Member of SI Arb, subject to satisfying other qualifying requirements.

**Format:** Each Module comprises lectures and a tutorial. Candidates wishing to complete the whole course must take a written assessment of 2.5 hours on Monday 29 April 2019 from 1230 to 1500 hours.

MODULE	NORMAL FEE
Module 1 – An Introduction to Arbitration	\$450
Module 2 – Arbitration Agreement, Commencement & The Tribunal	\$450
Module 3 – Arbitration Procedure	\$450
Module 4 – The Award; Recognition & Enforcement of Awards	\$450
Modules 1, 2, 3 & 4 (incl. written assessment) for SI Arb Associate Members	\$1600
Modules 1, 2, 3 & 4 (incl. written assessment) Non-SI Arb Members	\$1800



Practice Area: **Alternative Dispute Resolution**

Training Level: **Foundation**

Public CPD Points: **Module 1 – 4 Points**  
**Module 2 – 3.5 Points**  
**Module 3 – 3.5 Points**  
**Module 4 – 3.0 Points**

BOA – SIA: 4 CPD Points  
 PEB: 9 PDU  
 RICS: 8 CPD hours

#### **SILE Attendance Policy**

Participants who wish to obtain CPD Points must comply strictly with the Attendance Policy set out in the CPD Guidelines. For this activity, 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 from each day of the event for more than 15 minutes. Participants who attend Module 1 and comply strictly with the Attendance Policy on that day may obtain 4 Public CPD Points. Participants who attend Module 2 and comply strictly with the Attendance Policy on that day may obtain 3.5 Public CPD Points. Participants who attend Module 3 and comply strictly with the Attendance Policy on that day may obtain 3.5 Public CPD Points. Participants who attend Module 4 and comply strictly with the Attendance Policy on that day may obtain 3 Public CPD Points. Participants who do not comply with the Attendance Policy on any particular day of the event will not be able to obtain CPD Points for that day. Please refer to <http://www.sileCPDcentre.sg> for more information.



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### SIArb INTERNATIONAL ENTRY COURSE (IEC) PROGRAMME STRUCTURE

4 Modules and a written assessment to be passed for successful completion of the course:

#### Day 1, 26 April 2019

0830 – 0900	Registration
0900 – 0930	<b>Introduction to Course and its Objectives</b>
0930 – 1100	<b>Module 1 – An Introduction to Arbitration</b> <ul style="list-style-type: none"> <li>▪ Key aspects of arbitration and fundamental concepts</li> <li>▪ Arbitration and other forms of dispute resolution</li> <li>▪ Types of arbitration - <i>Ad hoc</i> and institutional arbitration</li> <li>▪ Laws and Rules applicable to an arbitration</li> </ul>
1100 – 1115	Coffee Break
1115 – 1200	<b>Module 1 – An Introduction to Arbitration</b> <ul style="list-style-type: none"> <li>▪ Overview of Singapore legislation</li> <li>▪ The arbitration agreement</li> <li>▪ Overview of the arbitration process</li> </ul>
1200 – 1300	<b>Tutorial 1</b>
1300 - 1400	Lunch
1400 – 1515	<b>Module 2 – Arbitration Agreement, Commencement &amp; The Tribunal</b> <ul style="list-style-type: none"> <li>▪ Agreement to arbitrate – significance and formal requirements</li> <li>▪ Validity of arbitration agreement and stay of court proceedings</li> <li>▪ Commencement of the arbitration – procedure and significance</li> <li>▪ Constituting the Tribunal</li> </ul>
1515 – 1530	Coffee Break
1530 – 1630	<b>Module 2 – Arbitration Agreement, Commencement &amp; The Tribunal</b> <ul style="list-style-type: none"> <li>▪ Jurisdiction and powers of the Tribunal</li> <li>▪ Rights and duties of the Tribunal</li> <li>▪ Challenges to the Tribunal</li> </ul>
1630 – 1730	<b>Tutorial 2</b>



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### Day 2, 27 April 2019

0830 – 0900	Registration
0900 – 1030	<b>Module 3 – Arbitration Procedure</b> <ul style="list-style-type: none"> <li>▪ Institutional and <i>ad hoc</i> arbitration</li> <li>▪ Arbitration rules</li> <li>▪ Overview of arbitral process</li> <li>▪ Pleadings, discovery and other interlocutory matters</li> <li>▪ Preliminary meetings and procedural orders</li> </ul>
1030 – 1045	Coffee Break
1045 – 1130	<b>Module 3 – Arbitration Procedure</b> <ul style="list-style-type: none"> <li>▪ The substantive hearing</li> <li>▪ Evidence</li> <li>▪ Expert testimony and witness conferencing</li> <li>▪ Closing submissions and close of proceedings</li> </ul>
1130 – 1230	<b>Tutorial 3</b>
1230 – 1330	Lunch
1330 – 1445	<b>Module 4 – The Award; Recognition &amp; Enforcement of Awards</b> <ul style="list-style-type: none"> <li>▪ Nature of an award</li> <li>▪ Types of awards</li> <li>▪ Essential features of an award</li> </ul>
1445 – 1500	Coffee Break
1500 – 1600	<b>Module 4 – The Award; Recognition &amp; Enforcement of Awards</b> <ul style="list-style-type: none"> <li>▪ Challenge and appeal</li> <li>▪ Recognition and enforcement of Awards</li> </ul>
1600 – 1700	<b>Tutorial 4</b>

### Day 3, 29 April 2019

0900 – 0930	Registration
0930 – 1130	<b>Review and Discussion</b>
1130 – 1230	Lunch
1230 – 1300	Registration and set up for Examination
1300 – 1530	<b>Written Assessment</b>



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REGISTRATION DETAILS			
<b>*Prof/Dr/Mr/Mrs/Ms/Mdm</b> (pls delete appropriately)	<b>Full name:</b> (Pls underline surname.)	<b>Date of Birth:</b>	
		<b>*Gender:</b> Male / Female (pls delete appropriately)	
<b>Organisation Name:</b>		<b>Designation:</b>	
		<b>Primary Profession:</b>	
<b>Preferred Correspondence Address:</b>		<b>CPD Points Required:</b> *Yes / No (pls delete appropriately) <b>AAS No.</b> (for SILE CPD points):	
<b>Email Address</b> (a valid email address is required for confirmation of registration):		<b>Unique ID No.</b> (if CPD points required):	
		<b>Professional Body awarding CPD points:</b>	
<b>Preferred Contact No.:</b>		<b>Special dietary restrictions, if any:</b>	
<input type="checkbox"/> <b>Member of SI Arb</b> (Membership No.: _____)			
<input type="checkbox"/> <b>Member of other professional organisation(s):</b> _____ (pls indicate)			
REGISTRATION FEE			
<i>Please select below as appropriate.</i>			
Pls Tick		Pls Tick	
	<b>\$1600 - SI Arb Member [All Modules (Incl Award Writing)]</b>		<b>\$1800 – Non-Member [All Modules (Incl Award Writing Exam)]</b>
	<b>\$450 (Module 1)</b>		<b>\$450 (Module 3)</b>
	<b>\$450 (Module 2)</b>		<b>\$450 (Module 4)</b>
PAYMENT METHODS			
Please select one of the following payment methods:			
<input type="checkbox"/> <b>Cheque/Bank Draft:</b> 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"/> <b>Credit Card:</b> Please visit <a href="http://www.siarb.org.sg/index.php?option=com_content&amp;view=article&amp;id=193">http://www.siarb.org.sg/index.php?option=com_content&amp;view=article&amp;id=193</a> Go under Payment for Other Events. Enter “IEC 2019” as name of event, your full name, and the amount payable as above. Click “Update” and enter your credit card details			
<input type="checkbox"/> <b>By Telegraphic Transfer</b> 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 <a href="mailto:secretariat@siarb.org.sg">secretariat@siarb.org.sg</a> after the T/T has been done for our follow-up with the bank. Payment must be <b>received nett</b> after deduction of all bank charges.			

### Important Notes

1. Acceptance or rejection of an application is at the discretion of the Council of SI Arb.
2. Closing date is **12 April 2019**. Placement is on a first-come-first-served basis, based on payment received.
3. SI Arb reserves the right to change the content of the programme and/or the facilitators without prior notice. SI Arb is committed to staging a successful programme. However, we reserve the right to cancel 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.
4. SI Arb reserves the right to change the venue or amend any of the other details published.
5. 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. [[CLICK HERE TO READ OUR PRIVACY POLICY](#)].