

THE ADR GLOBAL ACADEMY

Arbitration Course Agenda

DAY ONE

8:45 a.m. - 10:00 a.m.

I. Background & History of Arbitration

10:00 a.m. - 10:15 a.m. - Break

10:15 a.m. - 12:15 a.m.

II. Ethics for Arbitrators

- A. Codes of Conduct for Arbitrators
 - a.) American Bar Association
 - b.) Center for Public Resources
 - c.) Chartered Institute of Arbitrators
 - d.) I.C.C. Permanent Court of Arbitration
- B. Recusals and/or Challenges
 - a.) Arbitrators "Golden Rule"
 - b.) Procedures
- C. Texas Statute
 - a.) Standards of Serving
 - b.) Standards for Voiding an Award
 - c.) Jurisprudence — Texas Supreme Court Decision
- D. Federal Statute
 - a.) Standards of Serving
 - b.) Standards for Voiding an Award
 - c.) Jurisprudence — Federal Court Decisions
- E. Arbitrator Misconduct

12:15 p.m. - 1:00 p.m. - Lunch - on your own

1:00 p.m. - 2:15 p.m.

III. Preliminary Actions - Arbitrators First Tasks

- A. Qualifying as an Arbitrator
- B. Prerequisites to Serve as Arbitrator
- C. Selection - De-Selection of Potential Arbitrators
- D. Tripartite Tribunal - Party Arbitrators
- E. The "Neutral" Arbitrator
- F. Oath(s) of Office
- G. Selection of Tribunal Chairman

3:00 p.m. - 3:15 p.m. Break

3:15 p.m. - 4:15 p.m.

IV. The Neutral Arbitrator — Special Ethical Issues

- A. American Practice
- B. World Practice
- C. Federal Jurisprudence Special
- D. Special State Jurisprudence
- E. General Parameters of Conduct

V. Preliminary Actions of Tribunal

- A. Powers of Chairman
- B. Preliminary Conferences
- C. Scheduling the Arbitration
- D. Discovery - Conduct, Guidelines and/or Orders
- E. Making Provisions for Preliminary Disputes
- F. Subpoenas
 - a.) Discovery
 - b.) Hearing
- G. "Marshaling Orders" - Handling Exhibits Before Commencing an Arbitration
- H. Witness Lists & Document Lists
- I. To Brief or Not To Brief

5:00 p.m. - 5:30 p.m.

Role Play and Questions Forum

DAY TWO

8:45 a.m. - 10:00 a.m.

VI. Authority and Powers of the Tribunal

- A. Statutory
 - a.) Federal
 - b.) State
- B. Contract Arbitration Provisions
 - a.) Broad Form
 - b.) Narrow Form
- C. Effect of Exceeding Contractual Authority

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- D. Jurisdiction of the Tribunal
- E. Consolidation/Severance of Multiple Parties

10:00 a.m. - 10:30 a.m.

Panel Discussion - Questions Forum

10:30 a.m. - 10:45 a.m. - Break

10:45 a.m. - 11:45 a.m.

VII. Rules for Arbitration - A Survey of Organizations

- A. World Intellectual Property Organization
- B. National Association for Dispute Resolution
- C. National Mediation Arbitration, Inc.
- D. International Chamber of Commerce
- E. Center for Public Resources
- F. UNCITRAL
- G. Model Arbitration Law
- H. American Arbitration Association
- I. Judicial Arbitration and Mediation Services
- J. Society of Maritime Arbitrators
- K. London Court of International Arbitrators
- L. Chartered Institute of Arbitrators

11:45 A.M. - 12:15 P.M. - Lunch

12:15 p.m. - 1:00 p.m.

Panel Discussion of Rules

1:00 p.m. - 3:00 p.m.

VIII. Conducting the Hearings

- A. Arbitrators Opening Statement
- B. Housekeeping Issues
- C. Opening Statements of Counsel
 - a.) Plaintiff
 - b.) Defendant
 - c.) Third Parties

- D. Plaintiff's Case in Chief
 - a.) Direct
 - b.) Cross
 - c.) Evidence Issues
- E. Defendant's Case in Chief
 - a.) Direct
 - b.) Cross
 - c.) Evidence Issues
- F. Third Party Case in Chief
 - a.) Direct
 - b.) Cross
 - c.) Evidence Issues
- U. Rebuttal
- H. Panel Discussions and Role Play

3:00 p.m. - 4:00 p.m.

- IX. Closing the Arbitration
 - A. Final Argument of Counsel
 - B. Post Arbitration Briefs
 - C. Reply Briefs
 - D. Arbitrators Closing Statements and Orders

4:00 p.m. - 5:15 p.m.

- X. Arbitrators Award Conference
 - A. Who Attends
 - B. Review of Case
 - C. Discussions of Arbitrator
 - D. Decision
 - E. Drafting the Award
 - F. Award - Final. Form
 - G. Lien on Award - How to Be Paid!!!

5:15 p.m. - 5:45 p.m.

Panel Discussions - Open Forum for Questions

Panitra, 12 de junio de 2004

Señor
ferry Hall
E. S. D.

Estimado Sr. Hall;

Mi propuesta por construir la casa del cuidador, ubicada en la Barriada La Centella, corregimiento de Anton, es por un valor de B/. 12,500.00 (doce mil quinientos balboas). Este precio incluye materiales y mano de obra. El diseño es similar al vecino, también incluye la construcción del tanque séptico.

De usted, Atentamente,