

ADVERTISEMENT

GOVERNMENT OF INDIA
MINISTRY OF LAW AND JUSTICE
DEPARTMENT OF LEGAL AFFAIRS
(JUDICIAL SECTION)


**Notice inviting expression of interest for empanelment of
Arbitrators and Arbitration Institutions.**

Applications in the prescribed format are invited from the interested persons expert in various fields and Institutions for empanelment as Arbitrator/Arbitral Institution with the Government of India, Ministry of Law & Justice, Department of Legal Affairs.

For empanelment as an Arbitrator, person having adequate knowledge and experience of atleast 20 years in their respective fields, possessing 10 years experience as an Arbitrator and have dealt with 20 Arbitration cases, may apply in the prescribed format.

For empanelment as an Arbitration Institution, Institutions having their own manuals or rules of procedures for handling arbitration cases, panel of good and experienced arbitrators, adequate infrastructure facilities for Institutional Arbitration and experience of handling atleast 100 arbitration cases during the last 3 years may apply in the prescribed format.

The format of application forms and broad categories of qualifications and experience, etc. for the empanelment of arbitrator and for institutional arbitration is attached. The last date for receipt of the application is 29th February, 2016.



Suresh Chandra,
Joint Secretary & Legal Adviser,
Ministry of Law & Justice,
Department of Legal Affairs,
Room No.419-A Wing,
Shastri Bhawan,
New Delhi-110001

**Ministry of Law & Justice
Department of Legal Affairs
Shastri Bhawan, New Delhi**

APPLICATION FORM FOR EMPANELMENT AS AN ARBITRATOR

Full Name: Mr./Ms/-----

Address: -----

-----Pin-----

Father's/Husband's Name:-----

Occupation:-----

Phone/s:(Office)------(Resi.)-----Fax:-----

Email:-----Mobile-----

Date of Birth:-----Age:-----Nationality:-----

(Please attach supporting documents for the purposes of office records)

Educational/Professional Qualifications (Graduation onwards):

<u>Name and Address of College/Institution</u>	<u>University</u>	<u>Year of passing</u>
-----	-----	-----
-----	-----	-----
-----	-----	-----

(Please attach supporting documents for the purposes of office records)

Experience:

<u>Employers' Name</u>	<u>Address</u>	<u>Position</u>	<u>Period</u>	
			<u>From</u>	<u>To</u>
-----	-----	-----	-----	-----
-----	-----	-----	-----	-----
-----	-----	-----	-----	-----

Members of the following:

<u>Organisations</u>	<u>Position</u>	<u>Period</u>	
		<u>From</u>	<u>To</u>
-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----

Categories of Panel of Arbitrators:

1. Please tick () the one of the following Categories you wish to join:

- | | | | |
|-------------|-----|---|-----|
| Judges | () | Advocates | () |
| Engineers | () | Chartered Accountants/Financial Experts | () |
| Executives | () | Shipping | () |
| Businessmen | () | Other Area | () |

Fields of Specialization:

Please put numbers (i.e. 1,2,3.....) based on your priority of experience or knowledge:

Agency & Distribution and Franchising	Engineering /Technical
Intellectual Property	Joint Ventures
Real Estate	Power Energy
State Contracts	Aviation
Finance Banking	International Investments
Commercial Contracts	Maritime Shipping
Telecommunications	Construction
Insurance	Information Technology
Oil, Petroleum and Gas	Securities
Steel, Mining & Quarrying	Corporation & related activities
Agriculture & Food Processing	Hotel & Tourism Industry
Automobile	Entertainment
Corporate Law	Environment
Textile/Jute Industry	Transport
Other Areas	

Arbitration Training:

Course Name	Organizer's Name	Period

Arbitration Experience: As Arbitrator

Name of cases as a Sole/Co-Arbitrator:-----

Number of cases as a Counsel/Expert witness:-----

Field(s) of arbitration Experience:-----

In case you have no training or experience as yet in arbitration, please state reasons for your interest in wanting to join as Arbitrator:

Name of ADR Courses/Seminars/Conferences participated:

Addressed -----

Participated-----

Title of Paper presented (Enclose a set of Paper-----

Any other relevant information-----

Undertakings:

- a) I agree to abide by the instructions/guidelines issued by the Department.
- b) I shall take up and complete the arbitration assigned to me with utmost diligence and expedition.
- c) All arbitrators being of equal status, I shall not object to my appointment as arbitrator in a particular case on the basis of my previous status or that of any appointed arbitrator.
- d) I have not been convicted or charged of any offence or any criminal investigation or vigilance enquiry pending against me.
- e) I declare that I have not been removed as arbitrator in circumstances where moral probity or incompetence were an issue.
- f) I declare that above particulars are true & correct.

Date:

Signature of the Applicant

Broad Categories of Qualifications and Experience etc. for the Panel of Arbitrators

- I. **Judges:**
Retired Judge of the Supreme Court or of the High Court and have made judicial pronouncements in arbitration cases.
- II. **Advocates:**
Practicing in the Supreme Court or at the level of the High Court for at least fifteen years with experience in arbitration matters and knowledge of corporate laws particularly Arbitration, Contract Law and Arbitration Procedure.
- III. **Engineers, Chartered Engineers, etc.:**
 - (a) Retired not below the rank of Chief Engineer in the CPWD or in any other Department of the Central or State Governments and has dealt Arbitration matters atleast for two years.
 - (b) Chartered Engineers having specialization of Engineering, Construction contracts and work in specific field at least fifteen years such as Valuation of Building and Urban Laws, designing of building, building construction, architectural or structural designing of building, projects, dam, Govt. contracts, etc. and atleast five years experience in conduct of arbitration cases, law and procedure.
- IV. **Chartered Accountants:**
Chartered Accountants/Chartered Secretaries with at least fifteen years experience and knowledge in the profession and at least five years experience in conduct of arbitration cases, law & procedures.
- V. **Executives:**
Company Secretaries and Senior legal and commercial executives in Government, public sector undertakings or private commercial organizations or Professor/Lecturer with at least fifteen years experience in the profession and at least five years experience of legal, arbitration or commercial matters.
- VI. **Shipping:**
Having knowledge and at least five years experience of shipping laws practices and procedures, particularly in international matters at a senior level in a company or institution of standing or otherwise having a distinguished careers in shipping matters and at least five years experience in conduct of arbitration cases and maritime law.
- VII. **Businessmen:**
Company Directors and other persons with outstanding reputation and experience in domestic or international trade for at least fifteen years and at least five years experience in the Arbitration Law & Procedure.
- VIII. **Other Specialists:**
Persons having 15 years experience in any other specialized areas and have at least five years experience in the Arbitration Law & Procedure.

APPLICATION FORM FOR EMPANELMENT FOR INSTITUTIONAL ARBITRATION

1. Name of the Institution
2. Postal Address with pin code,
3. Phone and fax nos., email, website
4. Name, designation, email, phone & mobile no. of the head of the Institution
5. Name, designation, email and phone & mobile no. of the nodal/contact person
6. **Details of Institution**
 - Date of Establishment
 - Legal form-Society/trust/non-profit company (Copy of Memorandum of Association and Rules & Regulations to be attached)
 - Promoting/collaborating/sponsoring organisations, if any
 - Income, Expenditure as per Annual Report 2014-15 (Copy to be attached)
7. **Rules and Procedures for Institutional Arbitration**
 - Does it have Manual or Rules and Procedures for Institutional Arbitration? (copy to be attached)
 - Date of adoption of the Rules
 - Basis for formulation of Rules
 - Time period prescribed for making the Award
 - Fee prescribed for the Arbitrators
 - Since when Institutional Arbitration being undertaken
 - No. of cases handled in last 3 years
 - No of Awards given in last 3 years
8. **Empanelled Arbitrators**
 - No of Empanelled Arbitrators (List to be attached)
 - How the Panel of Arbitrators was prepared
 - Any Training of Arbitrators on the Panel
 - Background of Arbitrators on the Panel

9. **Infrastructure for Institutional Arbitration**

- Secretariat
- Rooms for conducting arbitration proceedings
- Facilities-computers, photocopying, projectors, screens, etc

10. **Other Activities of the Institution**, such as Seminars/Conferences/Workshops, Executive Development Programmes, training etc. (Attach report of the last major event organised)

Signature

Name of person signing
Designation

Place
Date