



Public CPD Points: 1.0



A Day in the Life – Behind the Scenes in an Arbitral Institution

Tuesday, 30 September 2014, 5.00 - 6.00pm

1 Marina Boulevard, NTUC Centre, Level 9 Room 903, Singapore 018989

About this Seminar:

At this Pre-AGM talk, the speaker, Ms Tan Ai Leen, will provide a detailed explanation on SIAC's processes with regard to the commencement of arbitrations at the SIAC, appointment of arbitrators, emergency arbitrator procedures, scrutiny of awards and cost determinations.

Seminar Programme:-

4:45 – 5:00pm	Registrations
5:00 – 5:05pm	Opening Remarks by Chairperson Mr Naresh Mahtani - Partner, Eldan Law LLC; Honorary Secretary, SI Arb
5:05 – 5:55pm	A Day in the Life – Behind the Scenes in an Institution Ms Tan Ai Leen – Registrar, Singapore International Arbitration Centre
5:55 – 6:00pm	Q&A Session

The talk will be followed by the SI Arb Annual General Meeting (AGM). SI Arb Members in the audience are invited to stay on for the AGM.



About the Speaker:

Tan Ai Leen is the Registrar of the Singapore International Arbitration Centre ("SIAC"). Ms Tan heads the legal team of SIAC, which has charge of the administration of all cases filed with SIAC. In addition, under the International Arbitration Act of Singapore, she is the statutory authority for the assessment of arbitration costs. Since 1998, Ms Tan has worked as an international arbitration lawyer in various international law firms where she handled construction and investment arbitration disputes. She was most recently a senior litigation counsel with a multinational corporation based in Singapore, having charge of all litigation and dispute-related matters in Asia. Ms Tan graduated from the National University of Singapore in 1997.



About the Chairperson:

Naresh Mahtani, FSI Arb, FCI Arb, has been in legal practice for 30 years, in dispute resolution and in regional and international construction and oil and gas projects as counsel as well as arbitrator, adjudicator and mediator in various cases in Singapore and the region. He was Chairman of the Society of Construction Law, Singapore (2006-2008) and is currently the Hon. Secretary of the Singapore Institute of Arbitrators. Amongst his other past appointments, he was a founding partner of ATMD Bird & Bird LLP; and is currently a Partner with EL DAN Law LLC, with an active practice in dispute resolution and construction projects.

REGISTRATION FORM

MEMBERSHIP (Please circle as appropriate.)	FEES
REGISTRATION CLOSING DATE: 23 September 2014	
Members of SI Arb	Free
Marine Offshore Oil & Gas Association (MOOGAS); Regional Arbitral Institute Forum (RAIF); Singapore International Arbitration Centre (SIAC); Society of Construction Law Singapore (SCL (S)); Others	S\$80

REGISTRATION FORM (Please use 1 form per Member)

I am a: (please select as appropriate)

SI Arb Member MOOGAS Member RAIF Member SIAC Member SCL (S) Member Others

Name (*Prof / Dr / Mr / Mrs / Ms): _____

Company: _____

Address: _____

Designation: _____

Tel: _____ Fax: _____ *E-mail: _____

Check if CPD points are required AAS no. _____ SI Arb Membership No.: _____

Mode of Payment for Non SI Arb – members (Please tick one): Cheque Cash Credit Card

❖ Please return the registration form below, together with your cheque or cash, if applicable, made payable to "Singapore Institute of Arbitrators" and mail to c/o Intellitrain Pte Ltd, Level 3, 146 Robinson Road Singapore 068909" or Fax to (65) 3151 5797 (no 6 prefix required)

❖ **Credit Card:** Please visit http://www.siarb.org.sg/event_registration_payment.html

Go under Payment for Other Events. Enter "Pre-AGM Talk 2014" as name of event, your full name, and the amount payable as above. Click "Update" and enter your credit card details.

For further enquiries, please contact: Singapore Institute of Arbitrators

Tel: (65) 6551 2785

Fax: (65) 3151 5797 (no 6 prefix required)

E-mail: secretariat@siarb.org.sg

Practice Area: **Alternative Dispute Resolution**
Training Level: **General**
Public CPD Points : 1.0
(Based on 100% attendance)

SILE 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 www.sileCPDcentre.sg for more information.

REGISTRATION, REFUND & CANCELLATION POLICY

- Places are limited and can only be allocated in order of priority upon receipt of registration and any payment due.
- SI Arb reserves the right to update or amend the details of the programme and/or the names of speakers without prior notice.
- No refunds will be made for cancellations or no-shows by those registered. If you are unable to attend the event, an equivalent substitute may attend in your place at no extra charge provided that at least 3 days prior written notice is given to SI Arb.
- We reserve the right to refuse to register or admit any participant, and to cancel or postpone the event.
- 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.