



THE
LAW SOCIETY
OF HONG KONG
香港律師會

**PANEL OF ARBITRATORS OF
THE LAW SOCIETY OF HONG KONG
INFORMATION ON ADMISSION**

August 2021

I. THE ARBITRATORS ADMISSION SCHEME OF THE LAW SOCIETY

- 1.1 The Law Society of Hong Kong (“the Society”) maintains a panel of solicitor arbitrators to assist parties with arbitration. This panel, which is called *the Panel of Arbitrators of The Law Society of Hong Kong* (“the Panel”), consists exclusively of experienced solicitor arbitrators who have demonstrated knowledge and skills in arbitration.
- 1.2 The Arbitrators on the Panel are reviewed by the Arbitrators Admission Sub-Committee (“AAC”) of the Society which updates the Panel regularly. The Arbitrators must satisfy certain requisite qualifications in order to remain on the Panel.
- 1.3 The admission to the Panel is set out in the paragraphs below.

II. REQUIREMENT TO BE ADMITTED AS AN ARBITRATOR ON THE PANEL

- 2.1 To be admitted as an Arbitrator on the Panel, an applicant must comply with the following requirements.
- 2.2 Subject to Paragraph 3.4 below, an applicant must, at the time of application,
 - (a) be a current member of the Society and hold an in force and valid practising certificate;
 - (b) have at least 8 years of post qualification experience as a solicitor on a full time basis or equivalent;
 - (c) have at least 5 years of experience in arbitration practice; and
 - (d) preferably be a current Fellow or above with the Hong Kong Institute of Arbitrators (“HKI Arb”) or Chartered Institute of Arbitrators (“CI Arb”).

III. APPLICATION FORM AND SUPPORTING DOCUMENTS

- 3.1 An applicant who has satisfied the above requirements may apply to the AAC for admission by submitting a completed Application Form together with at least two references, copy(ies) of a valid certificate of Fellowship or above issued by HKI Arb or CI Arb, and other documents and information, if so requested by AAC (see paragraph 3.3 below).
- 3.2 The application will be vetted and considered by the AAC and, where necessary, by other committees and / or the Council of the Society.
- 3.3 The AAC has the right to ask an applicant for documentation proof on experience in arbitration practice and other and further information in relation to his or her application.
- 3.4 The AAC has the absolute discretion to approve or reject any application for admission as an Arbitrator on the Panel.
- 3.5 Successful applicants may have their names included on the Panel.

IV. PANEL MEMBERSHIP

- 4.1 Successful applicants are required to provide an updated résumé to the Society. The résumé may be posted on the public information channels maintained by the Society, such as the Society's website, where the general public has free access.
- 4.2 Panel membership is for a 4-year period.
- 4.3 Panel members are required to apply for renewal of admission every 4 years according to the Panel Membership Renewal Procedure to be published in due course.
- 4.4 All admission granted:
 - (a) before 1 July will be due for renewal on 1 January four years after the year of admission;
 - (b) on or after 1 July will be due for renewal on 1 January five years after the year of admission.

- 4.5 Solicitors who have not renewed the membership or who have been removed from the Panel, for whatever reasons, are not allowed to hold themselves out as an arbitrator of the Society or retain any title which may infer or indicate they are recognised by the Society as arbitrators in any circumstance.

V. HOW TO APPLY

- 5.1 Completed Application Form and supporting document(s) thereof are to be sent to the Society:

By Post: The Law Society of Hong Kong
3rd Floor, Wing On House,
71 Des Voeux Road, Central, Hong Kong
(Attn: Dispute Resolution Co-ordinator)

OR

By Email: arbitration@hklawsoc.org.hk

- 5.2 The fees for application to the Panel are waived, until further notice.

VI. ENQUIRY

- 6.1 For enquiry, please contact the Secretariat:

Post: The Law Society of Hong Kong
3rd Floor, Wing On House
71 Des Voeux Road
Central, Hong Kong
(Attn: Dispute Resolution Co-ordinator)

Email: arbitration@hklawsoc.org.hk

Telephone: 2846-0582

Fax: 2845-0387