

THE CHARTERED INSTITUTE OF ARBITRATORS (SINGAPORE) LIMITED
(Company Registration No. 201001118N)
(Incorporated in the Republic of Singapore)
(the "Branch")

MINUTES OF SIXTH ANNUAL GENERAL MEETING

Venue : Rajah & Tann Singapore LLP
9 Battery Road, #25-01, Straits Trading Building
Singapore 049910

Date/Time : 8 September 2016 / 5.00 p.m.

Present : See Attendance List (attached)

1. **CHAIRMAN OF MEETING**

The Meeting was quorate and pursuant to Article 18(1) of the Memorandum and Articles of Association, the Chairman of the Branch, Mr Francis Xavier, presided as the Chairman of this Annual General Meeting.

2. **QUORUM**

There being a quorum present, the Chairman called the Meeting to order.

3. **DIRECTORS' STATEMENT, AUDITORS' REPORT AND AUDITED FINANCIAL STATEMENTS**

The Chairman took the meeting through a Directors' Report, copies of which were handed out to each member present at the meeting. The Directors' Report set out, amongst other things, details of the events, courses and activities of the Branch in 2015 and 2016. The events included the CI Arb Singapore Centenary Conference, the 4th ALA(S)-CI Arb-SCCA Golf Triangle Challenge, various talks held in 2016, the SIAC-CI Arb Debate, the Young Members Essay Competition (2015), and the YMG Supper Club. The Chairman reported that he has agreed with SIAC to run the SIAC-CI Arb Debate as an annual event.

Various courses were conducted not only in Singapore but also Vietnam and Myanmar. In addition, the Diploma course was well-attended. The cost and profit for the Diploma course will be shared between the CI Arb Singapore Branch, CI Arb Australia Branch and CI Arb Hong Kong Branch.

The Chairman thanked all the board members for their work and the contributions of the tutors on the courses.

Hon Treasurer, Richard Hayler went through the Audited Financial statements. The financial position of the Branch was strong and he proposed to run more courses to maintain the revenue.

It was proposed by Rengarajoo Balasamy and seconded by Amanda Lees that the audited financial statements of the Branch for the financial year ended 31 December 2015 together with the Directors' and Auditors' Reports thereon be approved.

IT WAS RESOLVED THAT the audited financial statements of the Branch for the financial year ended 31 December 2015 together with the Directors' Statement and Auditors' Report thereon, be and are hereby approved and adopted.

4. **RE-ELECTION OF DIRECTORS – ARTICLE 35(1)**

Whereas it be noted that under Article 35(1) of the Constitution one third of the Directors must retire. A Director so retiring is eligible for re-lection.

IT WAS RESOLVED:

- (i) THAT pursuant to Article 35(1) of the Branch's Constitution, Chou Sean Yu retired from office as Director of the Branch and is eligible for re-election.
- (ii) THAT pursuant to Article 35(1) of the Branch's Constitution, Paul Rabindranath Sandosham retired from office as Director of the Branch and is eligible for re-election.
- (iii) THAT pursuant to Article 35(1) of the Branch's Constitution, Kent Napier Phillips retired from office as Director of the Branch and is eligible for re-election.
- (iv) THAT pursuant to Article 35(1) of the Branch's Constitution, Rengarajoo s/o Rengasamy Balasamy retired from office as Director of the Branch and is eligible for re-election.

5. **RETIREMENT OF DIRECTORS – ARTICLE 36(2)**

IT WAS RESOLVED THAT pursuant to Article 36(2) of the Branch's Constitution, the following Directors retired from office as Directors of the Branch:

- (i) Sapna Jhangiani
- (ii) Amanda Joan Lees

6. **ELECTION OF DIRECTORS – ARTICLE 14A**

The Scrutineers' Report dated 4 August 2016 was read by the Honorary Secretary. The total number of ballot form received were six. The total number of rejected vote was zero.

IT WAS RESOLVED THAT the following persons be elected as Directors of the Company pursuant to Article 14A of the Constitution of the Branch:-

- (i) Chou Sean Yu
- (ii) Paul Rabindranath Sandosham
- (iii) Kent Napier Phillips
- (iv) Rengarajoo s/o Rengasamy Balasamy
- (v) Sapna Jhangiani
- (vi) Amanda Joan Lees
- (vii) Simon Peter Dunbar
- (viii) Mark McGeoch

7. **AUDITORS**

IT WAS RESOLVED THAT Messrs J K Medora be and are hereby re-appointed Auditors of the Branch at a fee to be hereafter determined by the Board of Directors.

The re-appointment was proposed by Andrew Yeo and seconded by Amanda Lees .

8. **CONCLUSION**

Mr. Lim Kim Cheong expressed concern that members were not actively involved in CIArb Singapore Branch's programmes, especially in attending the AGM and voting of Board Directors. The Chairman replied that other events such as Members' Evening Night should be organized to attract more members to attend. The Immediate Past Chairman, Mr. Richard Tan, proposed for the Essay Competition to be conducted yearly around the middle of each year. Ms. Amanda Lees suggested that the Essay Competition programme should be tailored to distinguish our essay competition from essay competitions organised by other organisations. The Chairman noted the various comments and suggestions given.

CIArb Singapore Branch and CIArb Asia Pacific will collaborate with EAB Hong Kong on Active Regional Outreach Programmes to run training in Myanmar, Cambodia and possibly in Vietnam. The Chairman encouraged Board members to get involved in these regional training programmes.

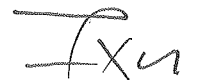
Ms. Sapna Jhangiani reported that the YMG Conference will be held at the end of 2017. The event dates will be discussed in the next Board Meeting and more event information will be shared with members soon.

Mr. Lim Kim Cheong suggested that the Branch work with other country branches eg, China to leverage the Branch's profile. Ms. Camilla Godman responded to say that CIArb London has been exploring the possibility of building relationships within China.

Moving forward, the Chairman mentioned that CIArb Singapore Branch's main role will be as a frontier of training and accreditation. More projects and events will be organized to deliver value to members. Various channels will be set up to improve communication within the Branch and its members.

There being no other business, the meeting concluded with a vote of thanks to the Chairman.

CONFIRMED



Chairman of the Meeting
Name: Francis Xavier