

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

MINUTES OF EIGHTH ANNUAL GENERAL MEETING

Venue : WongPartnership LLP
12 Marina Boulevard Level 28, Marina Bay Financial Centre Tower 3,
Singapore 018982

Date/Time : 26 April 2018 / 4pm

Present : See Attendance List

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 Chou Sean Yu, presided as the Chairman of this Annual General Meeting.

The minutes of 7th Annual General Meeting were circulated to members. The minutes were approved by Francis Xavier SC and seconded by Timothy Cooke.

2. **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 membership, events, courses and activities of the Branch for the year 2017/2018.

Firstly, Chairman informed the meeting that the Branch Membership had grown about 19% from 395 in end 2016 to 469 as of March 2018.

Secondly, Chairman reported that several events were organised in 2017/2018, reaching out to a total of 979 participants. The events were, namely:

1. CI Arb Talk on "Presenting Expert Evidence: What Arbitrators Want (and Need) To Know" by Jon Prudhoe & Garry Crossley (26 April 2017)
2. 5th ALA(S)-CI Arb-SCCA Friendly Triangular Golf Game (1 June 2017)
3. SIAC-CI Arb Debate (8 June 2017)
4. CI Arb Talk on "PO1: The end, or the beginning?" by Professor Janet Walker (27 June 2017)
5. CI Arb YMG July Supper Club, Guest of Honour – Christopher Lau SC (20 July 2017)
6. CI Arb YMG Roundtable Event on "How to Develop a Career in International Arbitration" (5 September 2017)
7. CI Arb YMG September Supper Club, Guest of Honour – Dr Michael Hwang SC (28 September 2017)
8. CI Arb YMG November Supper Club, Guest of Honour – Judith Gill QC (22 November 2017)
9. CI Arb Singapore Branch International Arbitration Competition 2017
10. CI Arb Members' Evening 2017 (29 November 2017)
11. CI Arb Talk on "Accelerated Receipt, A 'Risky' Business" by Iain Potter (4 October 2017)

12. CIArb YMG Lunchtime Talk on "IBA Rules on the Taking of Evidence in International Commercial Arbitration: The Common Law and Civil Law Approaches" by Professor Hilmar Raeschke-Kessler (20 October 2017)
13. CIArb Talk on Computer Forensics by David C. Rule (24 October 2017)
14. CIArb – SIAC Workshop 1: The SIAC Court and the SIAC Secretariat (24 January 2018)
15. CIArb YMG Roundtable Event on "How to Develop a Career in International Arbitration" (30 January 2018)
16. CIArb – SIAC Workshop 2: Starting an Arbitration (7 March 2018)
17. CIArb Talk on Guerilla Tactics in International Arbitration by Rashda Rana SC (QC) (5 April 2018)
18. CIArb YMG April Supper Club, Guest of Honour – Anneliese Day QC & Leigh-Ann Mulcahy QC (17 April 2018)
19. CIArb – SIAC Workshop 3: Applications under the SIAC Rules 2016 (23 April 2018)
The Chairman thanked the Events Sub-Committee, led by Timothy Cooke, for their excellent work in organising the suite of events in the year.

Thirdly, Chairman listed the various courses that were conducted in year 2017/2018. The courses were, namely:

Singapore

- Accelerated Route to Membership (12 April - 13 April) and (27 September - 28 September)
- Accelerated Route to Fellowship (25 April - 26 April)
- Introduction to International Arbitration (28 March 2017) and (18 September 2017)
- Module 1 – Laws of Obligations & Civil Evidence (10 October 2017 - 12 June 2018)
- Module 2 – Law of International Arbitration (10 March 2017 - 12 July 2017)
- Module 4 – International Award Writing (14 October 2017 - 07 March 2018)

Active Regional Outreach Programme

- Introduction to International Arbitration for Bangladesh International Arbitration Centre (BIAC) (19-20 January 2017)
- Introduction to International Arbitration for Bangladesh International Arbitration Centre (BIAC) (7-8 December 2017)

Hong Kong

- CIArb Asia Pacific Diploma in International Arbitration (21 to 29 October 2017)
The Chairman thanked the Professional Development Sub-committee, led by Richard Tan and Francis Xavier, for their hard work in leading the various courses.

Hon. Treasurer, Richard Hayler, went through the Audited Financial statements. He explained that the Branch's financial position remains healthy and at the end of the financial year the Branch maintained a strong positive cash balance. Earnings grew from the revenue obtained from many courses conducted by the Branch, which will sustain the operations of the Branch going forward and allow more programmes, courses and events to be organised. It was proposed by Amanda Lees and seconded by Francis Xavier SC that the audited financial statements of the Branch for the financial year ended 2017 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 2017 together with the Directors' Statement and Auditors' Report thereon, be and are hereby approved and adopted.

3. **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-election.

IT WAS RESOLVED:

- (i) THAT pursuant to Article 35(1) of the Branch's Constitution, Richard Tan 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, Wills Matthew Jonathan 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, Chou Sean Yu retired from office as Director of the Branch and is eligible for re-election.
- (v) THAT pursuant to Article 35(1) of the Branch's Constitution, Andrew Yeo Khirn Hin retired from office as Director of the Branch and is eligible for re-election.

Hon. Secretary, Jonathan Choo, updated the meeting that four of the Directors had notified the Hon. Secretary of their desire to be re-elected as Directors. They are Richard Tan, Andrew Yeo Khirn Hin, Chou Sean Yu and Kent Napier Phillips.

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

Hon. Secretary, Jonathan Choo updated the meeting that one nomination form was received from Mr. Steven Lim Yew Huat. Together with the four retiring Directors who had notified the Hon. Secretary of their desire to be re-elected as Directors, that meant that all five vacancies for Director positions were filled without the need to hold elections.

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) Richard Tan
- (ii) Andrew Yeo Khirn Hin
- (iii) Chou Sean Yu
- (iv) Kent Napier Phillips
- (v) Steven Lim Yew Huat

5. **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 review and appointment of auditors would be proposed by Rengarajoo Balasamy and seconded by Timothy Cooke.

6. **ANY OTHER BUSINESS / CONCLUSION**

The Branch's candidate to stand for election as President of CI Arb

Hon. Secretary, Jonathan Choo announced that the Branch was holding an election of the Branch's candidate to stand for election as President of CI Arb. In that regard, the Hon. Secretary had received one nomination form from Francis Xavier to stand for election as a candidate for President of CI Arb. There being no objection received, it was declared that Francis Xavier would be the Branch's candidate to stand for election as President of CI Arb.

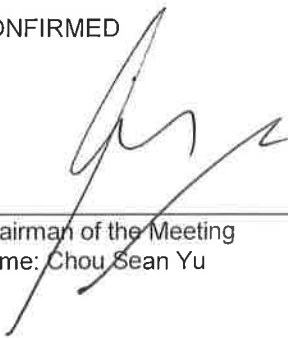
Any Other Business

Chairman notified the members that the Branch Secretariat support from EPC will be transferred to CI Arb Asia Pacific Regional office, taking effect from October 2018. The Chairman thanked Jan and her team from EPC for their dedicated service in supporting the Branch.

Referring to the minutes of 7th Annual General Meeting, Mr. Govindarajulu Asokan asked if the e-arbitration sub-committee had been formed. Richard Hayler explained that there will be discussion between YMG subcommittee and the Event subcommittee to explore issues regarding digitalisation in arbitration.

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

CONFIRMED



Chairman of the Meeting
Name: Chou Sean Yu