



**SIERRA LEONE CHAMBER OF COMMERCE INDUSTRY & AGRICULTURE
24 CHARLOTTE STREET
FREETOWN**

CENTRE FOR ALTERNATIVE DISPUTE RESOLUTION (CADR)

PROCESSES INVOLVED TO UNDERTAKE AN ARBITRATION

1. The Claimant may either be a registered company, a Non-Governmental Organization or a Government Organization operating in Sierra Leone.
2. The Claimant must identify and contact an Organization that conducts Arbitration e.g. Sierra Leone Chamber of Commerce, Industry & Agriculture (SLCCIA)
3. The Claimant must officially forward a statement of claim to SLCCIA requesting for an Arbitration
4. SLCCIA serves the respondent (i.e. the other party concerned) the request for Arbitration
5. If the Respondent consents to Arbitration, The Claimant pays a registration fee to CADR and files its request for Arbitration.
6. The Respondent appoints its Arbitrator and submits an answer to the request for Arbitration.
7. If the Respondent doesn't consent the process is stalled.
8. The Claimant pays its own part of the advance of costs
9. The Respondent pays its part of the advance of cost
10. SLCCIA refers the case to the Arbitral Tribunal
11. The Claimant submits its statement of claim to the Arbitral Tribunal
12. The Respondent submits its statement of claim
13. The Arbitral Panel summons the parties to a hearing
14. The Arbitral Tribunal renders an Award (Verdict)