DRAFT

Terms of Reference:
Regional Chartered Arbitrator Accreditation Committee
January 2014

Definitions:

Regional Chartered Arbitrator Accreditation Committee ("RCAAC"): the RCAAC is appointed by the Board of Directors of ADR Institute of Alberta (ADRIA) to review applications for accreditation as a Qualified or Chartered Arbitrator. The RCAAC recommends member applicants to the National Chartered Arbitrator Accreditation Committee (NCAAC) for accreditation as a Chartered Arbitrator by the ADR Institute of Canada. The RCAAC Committee shall be comprised of no fewer than 3 qualified arbitrators.

Qualifying Arbitrator: Chartered Arbitrators or person otherwise deemed qualified by the ADRIA Board of Directors and appointed by that body to carry out the function.

The RCAAC is guided by the Principles, Criteria, Protocol, Competencies for the designation Chartered Arbitrator as set out by the ADR Institute of Canada, Inc.

Duration of the Committee:
2 year term - May 2014 through May 2016

Chair of the Committee:
As appointed by the ADRIA Board of Directors: John Welbourn

Committee membership:
As decided by the Chair and the Executive Director

Requirements of the Committee for Executive Director/Staff time:
Administrative support in preparing applications of designations for committee review, tracking and paying committee expenses

Budget requirements:
Costs of supporting the committee: parking for Panel Chair and participants- $100; conference calling fees $50.00/meeting for up to 6 meetings/year - $300; other costs to be determined by the Panel and the Executive Director as per the ADRIA annual budget.

Reporting obligations:
To the ADRIA Board of Directors by the Executive Director on a regular basis or as required by the ADRIA Board.