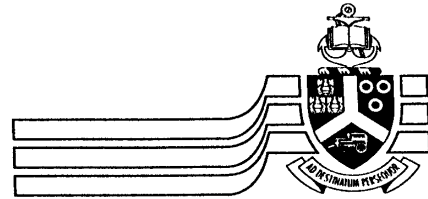




The Arbitration Foundation of
Southern Africa



University of Pretoria

ADVANCED CERTIFICATE IN ALTERNATIVE DISPUTE RESOLUTION 2012

The Arbitration Foundation of Southern Africa (AFSA) offers you an opportunity to acquire or improve your skills in South Africa's ever expanding fields of arbitration, mediation and negotiation.

After completion, you will be qualified to negotiate, mediate and arbitrate and will be familiar with the principles and processes in conflict management and dispute resolution. This unique study course is a joint venture between the University of Pretoria and AFSA and is presented by South Africa's leading practitioners.

WHO SHOULD ATTEND?

Legal practitioners, accountants, trade unions, human resources, psychologist, engineers, architects and labour practitioners, contract negotiators in all fields and business people.

CONTENT

The course consists of 4 compulsory modules and is a block release program.

Module 1: An introduction to conflict management and dispute resolution

- Understanding conflicts and disputes
- Understanding dispute resolution
- Dispute systems design

Presenter: Phil Cohen (14th – 17th May 2012)

Duration: 4 days

Module 2: Consensus building processes and skills

- Negotiation (dealt with during Module 1's block release)
- Mediation
- Chairing
- Facilitation

Presenter: Phil Cohen (21st - 24th May 2012)

Duration: 4 days

Module 3: Arbitration

- The Arbitration Act
- Arbitration Agreements

Presenter: Charles Cohen, Michael Kuper SC (6th - 8th June 2012)
3 days (Provisionally Booked)

Duration:

Module 4: Elective Courses

You may choose **one** of the following:

- **Divorce mediation** **Duration: 5 days**
In the light of the new Children's Act as well as the judgment in the matter of Brownlee vs Brownlee this course is a must for all family law practitioners, social workers and psychologist. The course which is primarily based on role plays with feedback includes
 - Techniques of divorce mediation
 - The best interests of the child
 - Parenting Plan
 - Function of the mediator
 - Agreement to Mediate and the intake session
 - Issues regarding the children
 - Maintenance
 - Division of assets
 - Memorandum of Understanding

Presenter: Charles H Cohen (30 July – 3rd August 2012)

- **Arbitration in the Construction Industry** **Duration: 3 days**
- **(Candidates should have an understanding of FIDIC Red Book)**
 - The character of the disputes
 - Conditions precedent
 - Dispute adjudication boards
 - ICC and the protocol-recommendations
 - Case management- UNCITRAL guidelines
 - Collation and presentation of evidence
 - The taking of evidence

Presenter: Patrick Lane, SC (still to confirm)

- **International Commercial Arbitration** **Duration: 3 days**
 - Essential aspects of international commercial dispute resolution (cross – border disputes).
Including the history and development of such arbitral process with reference to international conventions and function of international arbitral tribunals.
An essential introduction for persons and legal practitioners advising or dealing with foreign investment, international trade, franchises and joint ventures.

**Presenters: Michael Katz; Michael Kuper SC;
Gilbert Marcus SC and Philip Punwar (Barrister)
(5th – 7th September 2012)(Provisionally Booked)**

- **Labour arbitration** **Duration: 3 days**
- **(Candidates should have an understanding of labour law and labour dispute resolution)**
 - The labour dispute resolution system
 - Disputes and related processes
 - The law concerning typical issues for mediation/conciliation
 - The law concerning typical issues for arbitration

Presenter: Zarina Walele (2nd – 4th July 2012)

EVALUATION

Assessment of modules will include:

- role plays with feedback
- give an indication of what the outcomes are
- writing mock agreements, orders, reports and awards
- examinations/assignments

COST

The course Fee is R30 780.00 (including VAT). There are preferential rates for AFSA Founding Members. The registration fee is reduced by 10% for three or more delegates from the same company if booked at the same time.

For further information contact **Selina Tshabalala** at telephone number (011) 320 0600

Fax (011) 320 0533 or e:mail selina@arbitration.co.za

Register now for May 2012

Registration will be treated on a first-come-first-served basis.



A F S A

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**ADVANCED CERTIFICATE IN
ALTERNATIVE DISPUTE RESOLUTION
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REGISTRATION FORM

The following must accompany your registration form:

- 1 50 % deposit to ensure acceptance ;
- 2 A copy of identity document;
- 3 A condensed CV;

Conditions:

- The outstanding balance is to be paid prior to commencement of fourth module on 30th June 2012.
- AFSA reserves the right to refuse admission to the course if payment is outstanding.
- The number of applicants is limited and acceptance of suitable candidates will be on a first-come-first-served basis.
- The course fee includes all course notes, lunches, refreshments and parking but excludes accommodation and travel costs.
- In the case of insufficient applications, AFSA reserves the right to cancel the course as such or a module. In this unlikely event, applicants will be informed and all fees will be refunded immediately.
- Unforeseen circumstances may necessitate the appointment of presenters different from the ones advertised.
- **Entry requirements:** Literate persons with a working understanding of English.
- The course is presented in English.
- A written examination and / or project (per module) is to be completed.
- The course will take place at AFSA. 1st Floor Maisels Chambers, 4 Protea Place, Sandton.
- Cancellations accepted up to 1 month prior to course commencement, but subject to a 10% administration fee. No refunds or cancellations will be allowed within 2 weeks of course commencement. Replacement delegates are acceptable.

DELEGATES ARE REQUIRED TO BE IN ATTENDANCE FOR THE FULL HOURS OF EACH BLOCK RELEASE. DELEGATES FAILING TO DO SO MAY NOT BE CERTIFIED.

PLEASE RETURN THIS FORM WITH YOUR PAYMENT TO **SELINA TSHABALALA** AT DOCEX 143 RANDBURG OR P O BOX 653007 BENMORE 2010 OR 1ST FLOOR MAISELS CHAMBERS, 4 PROTEA PLACE, SANDTON.

Telephone number: (011) 320 0600
Fax number: (011) 320 0533
e:mail selina@arbitration.co.za

APPLICATION

Indicate by marking the relevant block

Module 1: An introduction to conflict management and dispute resolution

Module 2: Consensus building processes and skills

Module 3: Arbitration

Module 4: Elective (please choose one)

- Divorce Mediation
- International Commercial Arbitration
- Labour Arbitration
- Arbitration in the Construction Industry

STUDENT INFORMATION

SURNAME: _____

FIRST NAMES: _____

NAME KNOWN BY: _____

TITLE: Prof ___ Dr ___ Mr ___ Mrs ___ Ms ___ Other _____

GENDER: Male Female

DATE OF BIRTH: ___ DD ___ MM ___ YY

ID NO: _____

HOME LANGUAGE: _____

SPECIAL DIETARY REQUIREMENTS:

POSTAL ADDRESS: _____

_____ code _____

RESIDENTIAL ADDRESS: _____

_____ code _____

COMPANY NAME: _____

ADDRESS: _____

DOCEX NUMBER: _____ CITY:

TEL NUMBER: Home: () _____

Work: () _____

Fax: () _____ Cell: _____

E-MAIL ADDRESS: _____

ACCOUNT DETAILS

METHOD OF PAYMENT (TOTAL COST OF THE COURSE IS R30 780.00 INCL VAT)

PAYMENT OPTIONS:

Founding members of AFSA = R29 241.00 (incl. vat)

Other delegates payable on registration = R30 780.00 (incl. vat)

50% deposit and outstanding balance is to be paid prior to Commencement of elective module 4 on the 30th June 2012.

Get 5% discount for payment made in full before Friday, 27th April 2012.

Bank Deposits: Bank: Standard Bank
Branch: Sandton City
Branch code: 0181 0591
Account number: 22 038 0546

PERSON / INSTITUTION RESPONSIBLE FOR PAYMENT OF ACCOUNT

SELF **COMPANY** **BURSARY** **OTHER**

Title: _____ Initials: _____ Surname: _____

ID No: _____ VAT No: _____

Company _____

Postal Address: _____ code _____

Tel no: Home: () _____

Work: () _____

DECLARATION AND UNDERTAKING

I declare that all particulars furnished on this Registration Form are true and correct.

I have read and agree to the conditions stipulated in this registration form.

Signature of applicant: _____ Date: _____

Signature of person responsible for account: _____ Date: _____

**Advanced Certificate in ADR
(Accredited by the University of Pretoria)**

2012

Module 1: **An introduction to conflict management and dispute resolution**
(4 days)

14, 15, 16, 17 May (Monday - Thursday)

Module 2: **Consensus building processes and skills** (4 days)

21, 22, 23, 24 May (Monday - Thursday)

Module 3: **Arbitration** (3 days)

6th – 8th June (Wednesday - Friday)

Module 4: **Applied Study**

- **Elective 1**
Labour arbitration (3 days)
2nd – 4th July (Monday - Wednesday)
- **Elective 2**
International commercial arbitration (3 days)
5th – 7th September (Wednesday - Friday)
- **Elective 3**
Divorce mediation (5 days)
30th July – 3rd August (Monday – Friday)
- **Elective 4**
Arbitration in Construction (3 days)
(Date still to confirm)