Dispute Board Training and Assessment Programme

Septembr 2024

RICS

Part 1　　　　　　　　　　　　　　　**Part 2**

Module	1 – Introduction to dispute board (Mandatory)	2 – Dispute board practice and procedure	3 – Dispute board practice (hearings)	4 – Drafting recommendations/decisions

Content	• History of dispute boards
	• The concept of dispute boards and comparison with other methods of dispute avoidance, management and resolution
	• Recommendations, opinions and decisions
	• Different types of dispute boards
	• Dispute board process
	• How dispute boards function to ensure success
	• Skills and tools necessary for dispute board members
	• A review of all relevant rules commonly used, including FIDIC and ICC
	• Legal effect of dispute board decisions
	• Enforcement of dispute board decisions
	• Conflicts of interest
	• Ethics
		• How a dispute board is appointed, including dealing with conflicts of interest and fee structures
		• Roles of dispute board members, including the chair
		• The different degrees of advice/opinion that various rules allow dispute board members to give
		• Administration of the dispute board
		• Site visits and meetings
		• Skills required and how to get the best out of participants
		• Setting goals and assessing achievements
		• Relationship with the parties
		• Issues of bias
		• Avoiding conflicts of interests
		• Agendas for visits and meetings
		• Arranging meetings, transportation and accommodation
		• Drafting
		  - Writing styles
		  - Correspondence
		  - Minutes
		  - Recommendations
		  - Decisions
		  - Drafting opinions
		• Methods of communication
			Site visits
			• Preparation
			• Agendas
			• First visit
			• Routine visits
			• Site reports
			• Matters of concern
			• Advice and opinions
			• Potential for conflicts of interest
			Hearings
			• Purpose
			• Whether to hold one
			• Bespoke proceedings
			• Preparation
			• Agenda
			• Chair's role
			• Parties
			• The role of the engineer
			• Lawyers and lay-representatives
			• Experts and other witnesses
			• Jurisdictional challenges
			• Party presentations
			• Questioning of witnesses
			• Engagement with the parties
			• Closings and written submissions
			• Deliberations
			• Dealing with difficult parties
			• Potential for conflicts of interest
				• Preparing recommendations/decisions
				• Drafting recommendations/decisions

Duration	2 half days	4 half days	1 day	1 day (half day on each subject)
Delivery	Online	Online	Face-to-face	Face-to-face
Date	18 & 19 Sept 2024	24 & 25 Sept 2024 1 & 2 Oct 2024	9 Oct 2024	10 Oct 2024
Assessment	None/100% attendance	Assignment – situational scenario	Role-play – a practise run with feedback and then a recorded one. Practice role-play face-to-face (Assessed role play of the hearing – could be online and recorded post the module)	Candidates will be required to complete an assessed decision, and/or recommendation and/or other exercise (the written assessment)
Additional training	Candidates must complete module 1 to move on to modules 2 or 3	Candidates must complete modules 1 and 2 to move on to modules 3		Continuous CPD

What will I receive?

On successful completion of the course you will receive a certificate of completion of the Dispute Board Training and Assessment Programme.

Accreditation

RICS DRS is currently developing criteria for 'RICS Accredited Dispute Board member' status. By successfully completing the above assessments and if you meet our criteria, you will be eligible to apply for accredited status. The application will involve an additional fee and a panel interview, details will be finalised at a later date.

Full course: AED 8,250 +VAT

Contact DRS Education at drseducation@rics.org for further information

T&Cs available at DRS Training: [Terms and Conditions](#)

Dispute Board Training and Assessment Programme

Delivering confidence

We are RICS. As a member-led chartered professional body working in the public interest, we uphold the highest technical and ethical standards.

We inspire professionalism, advance knowledge and support our members across global markets to make an effective contribution for the benefit of society. We independently regulate our members in the management of land, real estate, construction and infrastructure. Our work with others supports their professional practice and pioneers a natural and built environment that is sustainable, resilient and inclusive for all.

General enquiries
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Candidate support
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