

*Upon Decision N1 of the Arbitration Council  
of "ARBITRATION AND MEDIATION CENTER OF ARMENIA" Foundation  
22.01.2026*

**DECISION**

**ON THE CRITERIA AND PROCEDURE FOR ADMISSION TO THE AMCA'S LIST  
OF ARBITRATORS, REMOVAL FROM THE LIST**

## **Article 1. Scope of Application**

1. The Decision on the Criteria and Procedure for Admission to the AMCA's List of arbitrators, Removal From the List ("The Decision") adopted by the Arbitration Council ("the Council") of the "ARBITRATION AND MEDIATION CENTER OF ARMENIA" Foundation ("the AMCA") defines the criteria and procedure for admitting a candidate to the AMCA's list of arbitrators ("List of arbitrators"), as well as the grounds and procedure for removing the arbitrator from the List of arbitrators.

## **Article 2. The AMCA's List of arbitrators**

1. In order to ensure the effective and efficient conduct of arbitration proceedings, the AMCA shall maintain a List of arbitrators, which shall consist of two separate sub-lists for domestic arbitrators and international arbitrators.

2. The List of arbitrators shall be updated twice a year in April and December based on applications received or upon the recommendation of the AMCA Secretariat.

3. The List of arbitrators may be published on the AMCA's website.

## **Article 3. Minimum Criteria for Admission to the AMCA's List of arbitrators**

1. A candidate may be admitted to the List of arbitrators only if he/she meets all of the following minimum criteria:

1) holds an advanced academic qualification in law or relevant fields, in addition to specialized arbitration training conducted by the AMCA or other international centers or institutions, and

2) has a good professional reputation and high moral character, and

3) possesses at least ten (10) years of experience in dispute resolution, legal practice, or experience in sector-specific matters (such as construction, energy, sports, tech or investment), and

4) possesses the ability to draft clear and reasoned arbitral awards in the language they command, and a proven ability to assess complex issues.

2. In addition to the above, a candidate seeking inclusion in the international arbitrators sub-list must also:

1) have demonstrated experience in international or cross-border dispute resolution, and

- 2) have drafted at least five (5) international arbitral awards.
3. The following candidates shall not be included in the List of arbitrators:
  - 1) candidates, who at the time of application, have not reached the age of 25, or
  - 2) candidates declared, through judicial procedure, as having no active legal capacity or having limited active legal capacity or insolvent, or
  - 3) candidates convicted of a criminal offense, or subject to ongoing criminal prosecution, or
  - 4) candidates who have been subject to disciplinary action for gross misconduct.

#### **Article 4. Application For the Inclusion in The AMCA's List of Arbitrators and Supporting Documentation**

1. A candidate seeking inclusion in the List of arbitrators shall submit to the AMCA Secretariat ("Secretariat") a duly completed application form in the format prescribed in the Annex to this Decision.

2. The application shall be accompanied by the following supporting documents:

1) copies of diplomas or certificates evidencing the candidate's higher education and/or advanced academic qualifications, as well as certificates of relevant training in arbitration conducted by the AMCA or by other recognized international arbitration centers or institutions, and

2) where applicable, certificates, licenses or other evidence attesting to the candidate's professional, technical, or sector-specific expertise or credentials, and

3) at least two (2) written references or testimonials from professional peers or institutions familiar with the candidate's professional qualifications or performance, and

4) writing samples demonstrating analytical and drafting capacity, namely:

a) in the case of applications for inclusion in the sub-list of domestic arbitrators either at least two reasoned arbitral awards, opinions, judgments (anonymized) or at least two scholarly publications,

b) in the case of applications for inclusion in the sub-list of international arbitrators at least five reasoned arbitral awards (anonymized) drafted by the candidate in international arbitration proceedings.

3. The Secretariat may, where necessary, request the submission of additional documents or information to verify the candidate's qualifications, experience, or professional standing.

## **Article 5. Review of the applications and Decision by the Council**

1. The review and assessment of the applications for inclusion in the List of arbitrators shall be conducted by the Council.

2. The Secretariat shall transmit the application and attached documents to the Council for examination and decision.

3. The Council shall evaluate each application in compliance with the criteria in Article 3 and taking into consideration the following factors:

- 1) the depth, scope, and relevance of the candidate's professional experience, and
- 2) the quality, clarity, and the depth of reasoning of the submitted examples of the arbitral awards, opinions, judgments and scholarly publications, and
- 3) the existence of any potential conflicts of interest, including risks of bias or circumstances requiring disclosure, and
- 4) the candidate's language proficiency, technical competence, and overall suitability for serving as an arbitrator, and
- 5) the candidate's availability and ability to effectively undertake arbitral duties, and
- 6) the candidate's integrity, professional reputation, and adherence to ethical standards, and
- 7) any other factors the Council considers relevant for assessing the candidate's suitability.

4. Where necessary, the Council may request clarifications or additional substantiating documents or conduct interview with the candidate.

5. A decision on the approval or rejection of an application shall be adopted by a majority of votes of the Council members present at the meeting. Once approved, the candidate shall be included in the List of arbitrators.

6. The Secretariat shall notify the candidate about the Council's decision within one week from the date of its adoption.

## **Article 6. Grounds for Removal of the arbitrator from the AMCA's List of arbitrators**

1. The removal of an arbitrator from the List of arbitrators may be proposed to the Council by the Secretariat or by a member of the Council.

2. A written proposal for removal shall include:

- 1) full name of the arbitrator and contact information, and
- 2) specific factual and legal grounds for removal, and
- 3) supporting evidence, including documents, testimonials, complaints and challenge records, and
- 4) the remedy sought (removal or suspension).

3. The following circumstances may lead to removal of the arbitrator from the List of arbitrators:

- 1) arbitrator's death, or
- 2) the arbitrator's written request
- 3) existence of circumstances defined in Article 3(3), or
- 4) serious violations of the AMCA Code of Conduct of Arbitrators, or
- 5) post-inclusion discovery that the arbitrator submitted false or misleading information, forged or fraudulent documents, or otherwise engaged in deceptive conduct in connection with their application for inclusion in the List of arbitrators, or
- 6) proven misconduct, corruption, fraud or unethical behavior of a nature inconsistent with the integrity of the role of an arbitrator, or
- 7) loss of capacity or competence, including:
  - a) illness, incapacity, or change in circumstances making performance impracticable or inappropriate, or
  - b) significant deterioration in performance, such as consistently delayed awards, poor drafting quality or procedural abuse, or
- 8) failure to disclose past or ongoing conflict of interest, such as:
  - a) failure to make timely disclosures of matters affecting impartiality, or
  - b) post-appointment discovery of an undisclosed conflict of interest or relationship undermining confidence in independence and impartiality.

4. If the grounds for removing an arbitrator from the List of arbitrators are substantiated, the Council may, taking into account the nature of the circumstances and/or the gravity of the violations, decide to suspend the arbitrator from the List instead of removing them.

#### **Article 7. Examination of the Request to Remove the arbitrator from the List of Arbitrators and the Council's decision**

1. Upon the Council's receipt of a removal request, the Secretariat shall promptly

notify the arbitrator in writing, providing:

- 1) a copy of the request and all supporting documents, and
- 2) a request for a written response within a stated timeframe by the Secretariat, and
- 3) where appropriate, an invitation to a hearing or interview before the Council.

2. The arbitrator may respond in writing, submit evidence, and request to hold a hearing.

3. The Council, at its discretion, shall define the procedure and time limits for examining the request. The general time limit for reviewing the written request may not exceed 30 days from the date of receiving it.

4. After considering all submissions, evidence, and any hearing, the Council shall deliberate and adopt a decision regarding removal or suspension of the arbitrator from the List of arbitrators, or rejection of the request. The decision shall be taken by a majority vote of the Council members present at the meeting.

5. The Council's decisions are final.

6. The Secretariat shall notify the arbitrator about the Council's decision within one week from the date of its adoption.

7. If removal is affirmed, the arbitrator shall be removed from the List of arbitrators.

8. If suspension is affirmed, the arbitrator shall be temporarily removed from the List of arbitrators and may be reinstated only upon the subsequent decision of the Council.

9. Where suspension is imposed, the arbitrator may be recovered in the List subject to one or more conditions determined by the Council. Such conditions may include, inter alia:











- 1) successful completion of arbitration training, or
- 2) elimination of the grounds that led to the suspension, or
- 3) any other conditions determined by the Council.

10. The AMCA may publish a summary statement of removal to maintain transparency and confidence.

**APPLICATION FORM  
FOR INCLUSION IN THE LIST OF ARBITRATORS**

*(Pursuant to the Arbitration Council Decision on the Criteria and Procedure for Admission to the AMCA's List of Arbitrators, Removal from the List)*

**1. PERSONAL INFORMATION**

Field	Information
 Full Name	
 Date of Birth	
 Nationality / Citizenship	<input type="checkbox"/>  Republic of Armenia <input type="checkbox"/>  European Union ( _____ ) <input type="checkbox"/> other: _____
 Jurisdiction (country/territory) of Primary Professional Activity	
 Mailing/Residential Address	
 Telephone number	
 Email	
 Preferred Means of Communication	<input type="checkbox"/> E-mail <input type="checkbox"/> Phone <input type="checkbox"/> Mail <input type="checkbox"/> other:

**2. PROFESSIONAL AND ACADEMIC BACKGROUND**

**Education**

*Please list your academic qualifications starting with the most recent.*

Degree	Institution	Year	Field of Study

**Professional Qualifications / Bar Admission**

Qualification / License	Issuing Authority	Year of Admission	Current Status


**Memberships (if applicable)**

Institution	Year of Admission	Current Status

**3. PROFESSIONAL EXPERIENCE**

Please complete the table below *or* provide full details in your attached Curriculum Vitae (CV).

Position / Title	Organization	Duration (From–To)	Main Responsibilities

**Total years of professional experience:** \_\_\_\_\_ years

Please indicate the fields of specialization in which you possess relevant professional experience.

- International Commerce
- Civil & Contract
- Corporate & Joint Ventures
- Construction & Engineering
- Energy (Oil, Gas, Renewables)
- Investment & Treaty Arbitration mitigation
- Banking & Financial Services
- Competition / Antitrust
- Construction & Real Estate Boundaries
- IT and Data protection
- Sports
- Telecommunications and Media law
- Medical / Pharmaceutical
- Insurance
- Environmental and climate change
- Transport / Aviation
- Employment / Labour
- Family, Neighbourhood & Property

Other(s): \_\_\_\_\_

#### 4. ARBITRATION AND OTHER RELATED EXPERIENCE

Category of Experience	Position / Function	Institution / Case Reference (if applicable)	Year(s) of Involvement
Arbitrator (sole / co-arbitrator / presiding)			
Counsel / Legal Representative			
Expert (legal / technical / financial)			
Mediator			
Secretarial function			
Trainer / Lecturer / Speaker			
Author / Researcher in ADR			
Other Related Experience (please specify)			

**Number of arbitration proceedings participated in:** \_\_\_\_\_

**Number of awards drafted (if any):** \_\_\_\_\_

Have you acted in **international or cross-border disputes as an arbitrator?**

Yes  No

If yes, please describe briefly:

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#### 5. LISTING AND COOPERATION WITH ARBITRAL INSTITUTIONS

**5.1.** Have you been included in, or are you currently listed on, the roster of arbitrators of any other arbitral institutions?

*(Please tick and specify where applicable.)*

	Institution Type	Name of Institution(s)	Year(s) of Inclusion
<input type="checkbox"/>	Local		
<input type="checkbox"/>	International		

**5.2.** Do you serve, or are you listed, as an arbitrator in any arbitral institution that has entered into a Memorandum of Understanding (MoU) with the AMCA?

*(Please tick all applicable institutions.)*

	Institution	Country / Territory	Tick
<b>1</b>	Arbitration Center of the Iran Chamber of Commerce (ACIC)	Iran	<input type="checkbox"/>
<b>2</b>	AAA – American Arbitration Association	United States	<input type="checkbox"/>
<b>3</b>	AIFC Court & International Arbitration Centre (IAC)	Kazakhstan	<input type="checkbox"/>
<b>4</b>	Silicon Valley Arbitration & Mediation Center (SVAMC)	United States of America	<input type="checkbox"/>
<b>5</b>	Vienna International Arbitral Centre (VIAC)	Austria	<input type="checkbox"/>
<b>6</b>	Milan Chamber of Arbitration (CAM)	Italy	<input type="checkbox"/>
<b>7</b>	Russian Institute of Modern Arbitration (RIMA)	Russian Federation	<input type="checkbox"/>
<b>8</b>	Athens Mediation & Arbitration Organization (EODID)	Greece	<input type="checkbox"/>

## 6. LANGUAGES PROFICIENCY

**Languages in which the applicant is able to conduct oral hearings, participate in deliberations, and draft arbitral awards and procedural documents.**

*Please tick all applicable languages.*

### **Regional languages**

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Armenian

Georgian

Russian

Persian / Farsi

Turkish

## Other languages

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- |                                     |                                    |                                             |
|-------------------------------------|------------------------------------|---------------------------------------------|
| <input type="checkbox"/> English    | <input type="checkbox"/> Ukrainian | <input type="checkbox"/> Japanese           |
| <input type="checkbox"/> French     | <input type="checkbox"/> Greek     | <input type="checkbox"/> Hindi              |
| <input type="checkbox"/> Spanish    | <input type="checkbox"/> Romanian  | <input type="checkbox"/> Hebrew             |
| <input type="checkbox"/> German     | <input type="checkbox"/> Swedish   | <input type="checkbox"/> Korean             |
| <input type="checkbox"/> Italian    | <input type="checkbox"/> Polish    | <input type="checkbox"/> Chinese (Mandarin) |
| <input type="checkbox"/> Portuguese | <input type="checkbox"/> Arabic    | <input type="checkbox"/> Swahili            |

Other: \_\_\_\_\_

## 7. REFERENCES

Please **provide contact details of at least two professional references and attach written reference letters / testimonials** confirming your qualifications, experience, and professional integrity in arbitration, mediation, or related fields.

Referee Name	Position / Organization	Contact Details (Email / Phone)

## 8. DECLARATION

I hereby declare that:

1. The information provided in this application and all accompanying documents is **true, accurate, and complete** to the best of my knowledge and belief.
2. I **meet and comply with the minimum eligibility criteria** established under the *Decision of the Arbitration Council on Admission to the AMCA's List of Arbitrators*.
3. I am a person of **good repute and high moral character**, and have **not been convicted of any criminal offence, nor disqualified, suspended, or sanctioned** for professional or ethical misconduct.
4. I undertake to perform all arbitral duties with **independence, impartiality, diligence, integrity, and strict confidentiality**, in accordance with the AMCA's Arbitration Rules and the applicable Code of Ethics.
5. I hereby give my **informed consent** to the *Arbitration and Mediation Center of Armenia (AMCA)* to **process, verify, and publish my personal data** for the purpose of evaluating my application and, if admitted, maintaining my name on the AMCA's public list of arbitrators

## 9. LIST OF ARBITRATORS INCLUSION AGREEMENT

I, \_\_\_\_\_, hereby **consent to my inclusion** in the list of arbitrators maintained by the **Arbitration and Mediation Center of Armenia**, located at *51 Arshakunyats Avenue, Yerevan, Armenia* (email: *info@amca.am*).

In particular, I expressly authorize the AMCA to:

- Include my name** in its official list of arbitrators;
- Publish and disseminate** relevant professional information concerning me — including, inter alia, my photograph, short biography, fields of specialization, and contact details — on the AMCA’s official website and in any other materials relating to the Center’s activities and institutional representation.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

### CHECKLIST OF REQUIRED DOCUMENTS

- Copy of academic diplomas and certificates
- Certificates of arbitration / ADR training
- Certificates or licenses of sectoral expertise (if any)
- Two professional references or testimonials
- Writing samples (awards, opinions, or academic articles)
- Updated curriculum vitae (English and/or Armenian versions)
- Copy of passport or identification document (optional for verification)

### **\*\*\*FOR SECRETARIAT USE ONLY**

Field	Details
Date of Receipt	/ / 20__
Received By	
Application No.	ARB/APL _____-20__
Completeness Check	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete
Submitted to Council on	
Remarks	